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OUR PROVINCIAL GOVERNMENT

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# OUR PROVINCIAL GOVERNMENT

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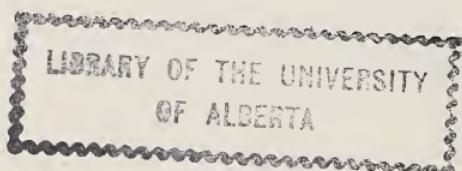
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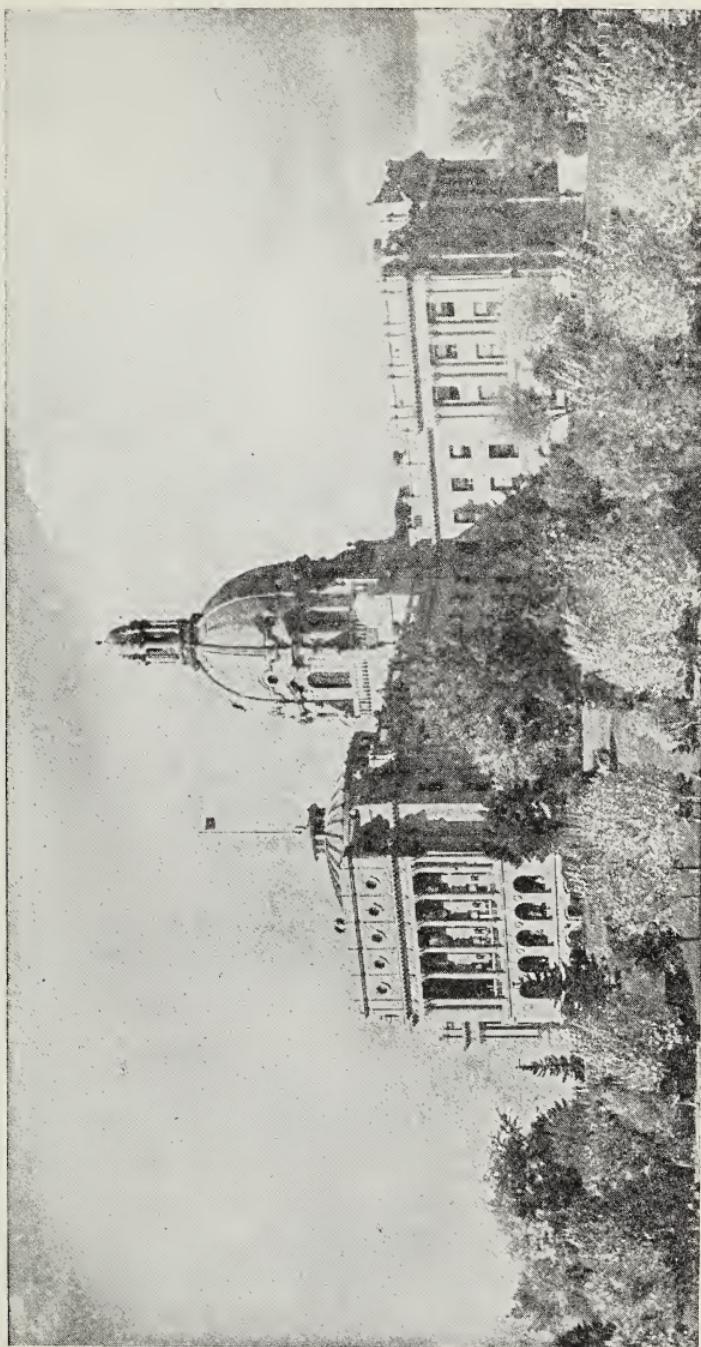
Prepared by The Department of Education  
for use in Alberta schools.

## FOREWORD

*This handbook on the Alberta Provincial Government has been prepared by the Department of Education with the co-operation of every branch of the government for all who wish to know how the Alberta Provincial Government works in the service of the people.*

*This is the sixth edition of this handbook, the five previous editions having been published in 1946, 1949, 1952, 1954, and 1955.*





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## INTRODUCTION

### The Young Citizens of Alberta

One of the strongest and most natural desires common to all boys and girls is to belong, to feel at home somewhere. At home with the family, at school with your group of friends, in the community with your neighbors and acquaintances there is a feeling of security and a friendliness and a show of affection and loyalty that make life very pleasant. You have often heard people returning from a holiday say: "It's nice to be home again." That feeling of belonging expands, with the experiences of travel and reading, beyond the bounds of the community to the whole province of Alberta and eventually to the homeland of Canada. You come to feel that you belong to Alberta and to Canada just as you belong at home, and something of the same pride and loyalty that is shown towards the home is extended to the Province and the Dominion. As members of this large community you are called Canadian citizens.

What does membership in this vast community mean to you besides the nice comfortable feeling of belonging somewhere? Your duties do not begin and end in singing "O Canada". Most of you belong to a sports club or are members of a church organization. Some of you are members of the executive and help to run these organizations. There are rules to be drawn up which must be read, understood and obeyed by all members of the group. Fees must be collected and accounted for. All members are expected to take an active part in the group's activities. If it is well run and well supported, it is a success; if not, the organization is a failure. You quickly discover that there are numerous problems attached to the running of a club or any other organization that brings a number of persons together. Different views will be expressed on the same subject. You learn not only to express your own opinion but also to listen to that of others. Sometimes you are called upon to modify your own ideas. You learn to respect the opinions of others and to learn from them. Although you are already aware of the existence of rules and regulations, your experiences as members of a club will prove to you their necessity for the harmonious working of any organization.

Our provincial government is similar to your club executive. It is appointed to make the rules and regulations, which are called laws, and to look after the affairs of the province, which is a very large organization of which you are all members. Some form of government has always been necessary where people live together in a community. The highly developed community life of today with its swift transport, health services, schools, factories, etc., requires a vast body of laws to keep it running smoothly. Traffic cannot move safely along the highways unless all obey the rules of the road. The health of the community depends upon the proper disposal of waste, proper sewage, a good water supply, clean, wholesome conditions in food stores and restaurants, the isolation of sick persons, etc. Taxes and license fees must be collected to meet the expenses of these services. The laws drawn up by your government

to meet these situations are for the benefit of all members of the community, province or dominion.

In your villages, towns, cities, municipalities and counties, councils are elected; in the provinces and the dominion, legislative assemblies are voted into office to draw up the rules which you as members must obey. In a democracy these rules are made by representatives on behalf of the people. The power given to those councils and legislative assemblies is called government. Since this government is so closely bound up with your lives now (because at the age of nineteen all young Albertans are called upon to take an active part in choosing the persons who are to represent them in the provincial government), it is the duty of every student to examine the machinery of the government and to find out how it works and what it does. Only the slave accepts government without question. Those who steadfastly believe in the democratic way of life, which is the only highway to greater personal liberty, must understand the functions of government in order to adopt that intelligent critical appreciation of all governmental action which alone can bring about the best and most democratic form of government.

## What Democracy Means to Us

Many of the words we use in describing the various forms and functions of government and politics—the art and science of government—come from the Greek language. *Democracy* is made up of the two Greek words, *Demos* meaning people and *Kratos* meaning power. Democracy as a form of government was first practiced by the Greeks. Citizens of the city-state of Athens assembled at regular intervals to make and administer their own laws. This is called a direct democracy because the citizens themselves were the legislators, administrators and the judges. Two important features of the ancient Greek civilization which are not to be found in the modern democratic state—the smallness of the city-state and the leisure of its citizens—rendered possible this direct democracy. Athens covered a small area in the peninsula of Attica and every Athenian was a man of leisure, because all labor was supplied by slaves. All aliens, slaves and women were excluded from citizenship. This democracy was practiced and enjoyed only by the privileged few and has little in common with our modern conception of a democratic way of life. Following the decline of Greek civilization, during the flourishing days of the Roman empire, and during the Middle Ages, democracy was eclipsed by absolute monarchy.

The roots of our Canadian democracy are to be found in the many isolated struggles of those men of courage and determination who fought against tyranny and oppression with pen and sword, some suffering a martyr's death, some banishment, many death on the field of battle, but all leaving behind, for the cause of freedom and democracy, works which will never perish. The following legislation which resulted from these struggles has been a beacon on our path to democratic government.

1. The **Magna Carta** of the year 1215 which laid the foundation of a fair trial by jury.
2. The **Habeas Corpus Act** of 1679 which protects the citizen from being kept in prison without trial.
3. The **Bill of Rights** of 1689 which allows the subject the right to petition the King.
4. The **Reform Bills** of the nineteenth century which widened the franchise and gave votes to the working man.
5. The combined efforts of individuals and organized societies during the 19th and early 20th centuries to obtain the vote for women, which ended after long and bitter opposition in the granting of full privileges of citizenship to women. In 1916 all Canadian provinces with the exception of Quebec recognized women's suffrage and the Dominion government granted this same right in 1918. The women of Quebec were finally given the vote in the provincial election in 1942.

If we are asked to define democracy in a few words what is our answer to be? Of the many definitions given by statesmen and writers,

the most adequate, modern one is that democracy is a form of government that enables the people to obtain the results they want.

Democracy, we can perceive from this description, is not just a privilege. It is a responsibility. It is, in a limited sense, a form of government that will run smoothly and perform well only for a people who are ready to accept the responsibility. Only educated people are responsible people. Can we trust the ignorant and un-educated voter to choose our representative in parliament? No. Every voter must be well informed and able to understand the general problems and needs of the people of the province, and so choose candidates best equipped to serve and carry out the will of the people.

## THE GOVERNMENT OF ALBERTA

### How It Began

On September 1st, 1905, Edmonton's population of about ten thousand, together with visitors from all parts of the West, gathered at the Fair Ground on the river flats to greet a number of distinguished visitors who had travelled from Ottawa to attend a very important ceremony. There were no buildings in Edmonton large enough to accommodate such a crowd and so under a bright September sky on the banks of the Saskatchewan River Governor General Earl Grey, Countess Grey, Prime Minister of Canada Sir Wilfrid Laurier and other officials mounted a platform to officiate at the birthday of Alberta. That summer at Ottawa Parliament had passed **The Alberta Act** and **The Saskatchewan Act** which provided for the creation of two new provinces to be carved out of that part of the North West Territories lying between Manitoba and British Columbia. At the ceremony which marked the birth of our province goodwill speeches were made by Earl Grey and Sir Wilfrid Laurier in which they forecast a bright future for the province. The developments that have taken place in Alberta since then would no doubt astound these two men were they to visit our province today. When Mr. G. H. V. Bulyea was sworn in as the first Lieutenant-Governor, guns from the hill overlooking Fort Edmonton saluted him. Guns are still fired from this same spot but the old fort has gone and on the hill now stand the Parliament Buildings.

The next day (September 2nd, 1905), Mr. Bulyea, exercising the power and privileges given to him by The Alberta Act, called upon Mr. A. C. Rutherford, of Strathcona, leader of the Liberal party, to form a government. It was a cabinet or council of five members, as follows:

Premier	}	Mr. A. C. Rutherford
Minister of Education		
Provincial Treasurer		
Attorney General		Mr. C. W. Cross
Minister of Public Works		Mr. W. H. Cushing
Minister of Agriculture	}	Mr. W. T. Finlay
Provincial Secretary		
Minister Without Portfolio		Mr. L. G. DeVeber

Later that year an election was held and the Liberal party captured 22 of the 25 seats in the Legislative Assembly. The Rutherford government remained in power until the Premier resigned in 1910.

The Province of Alberta with an area of 255,825 square miles had at its birth a population of about 185,412 and an unknown wealth of undeveloped natural resources. By 1914 immigration had swelled the population to 373,000 and by 1956 to more than 1,123,116. The young province has seen not only a fourteen-fold increase in population. Modern industrial cities have made their appearance; large

towns have sprung up; important oil fields and coal mines have been opened up; good roads link our towns and cities; landing grounds and air fields have been erected and many churches and cathedrals have been built. Great material, social and cultural strides have been made during the short life of our province and with these advances have come all the problems and complexities of modern society.

Today our government is not a cabinet of five members with a small staff of perhaps one hundred civil servants: it has grown to meet the increasing demands of modern society.

1905	1955
Premier.	Premier.
Minister of Education.	Attorney General.
Provincial Treasurer.	Provincial Treasurer.
Attorney General.	Provincial Secretary.
Minister of Public Works.	Minister of Agriculture.
Minister of Agriculture.	Minister of Economic Affairs.
Minister without Portfolio.	Minister of Education.
	Minister of Highways.
	Minister of Industries & Labour.
	Minister of Lands and Forests.
	Minister of Mines and Minerals.
	Minister of Municipal Affairs.
	Minister of Public Health.
	Minister of Public Welfare.
	Minister of Public Works.
	Minister of Railways and Telephones.
	Minister w/o Portfolio.
Cabinet of 5 members.	Cabinet of 12 members.
Members of Legislative Assembly 25.	Members of Legislative Assembly 61.
Civil Servants (approx.) 100.	Civil Servants (approx.) 7,000.

### **Electoral Districts**

Our government is called a representative government because we govern ourselves by means of an elected representative whom we commonly refer to as our M.L.A. We elect a representative for a period of five years only, although the legislative assembly may be dissolved before the end of the five year term. At the end of five years, or following the dissolution, there must be another election, when the voters can either send the same member back to the legislative assembly as their representative, or, if not satisfied, can elect another representative who is prepared to carry out their wishes. For the purpose of elections the Province is divided into electoral districts or constituencies with as nearly as possible the same number of voters in each division. The size of the electoral district therefore depends upon the density of the population. Large cities such as Edmonton and Calgary each send six members, while smaller cities such as Lethbridge, and rural areas of varying sizes, send one member to the legislative assembly.

Turn to page 25 where there is a list of electoral districts in Alberta, and the names of the members. Underline the name of your district and the name of your representative.

## **Who Are The Electors?**

Every man or woman who is a Canadian citizen or British subject, who has reached the age of 19 years and has lived in Alberta for twelve months preceding the date on which election proceedings begin, and on that day was ordinarily a resident in the electoral division in which he or she seeks to vote, is entitled to vote in the provincial elections unless he or she is—

- (a) a judge of the Supreme Court or a district court;
- (b) a person, wholly or partly of Indian blood and ordinarily resident on an Indian reservation, who is entitled to receive any annuity or other benefit under any treaty with the Crown in the right of Canada, unless he was a member of Her Majesty's Forces during World War I or World War II, or was a member of the Canadian Forces who served on active service subsequent to the ninth day of September, 1950;
- (c) a person disqualified from voting under The Election Act or any Act relating to corrupt practices;
- (d) a person undergoing punishment as an inmate of a penal institution for the commission of an offence;
- (e) a person who is a patient in a mental hospital or school for mental defectives.

## **The People For Whom We Vote**

The candidates who seek our votes in a provincial election must be electors of the full age of 21. They usually belong to an organized political party such as the Conservative, Liberal, Social Credit, or Co-operative Commonwealth Federation. Each party has its own ideas and methods of conducting the affairs of the Province. These are offered to the electors as the party platform.

Prior to the election, the political parties hold conventions in the electoral divisions at which party members choose candidates to stand for election to the Legislative Assembly. The name of the candidate thus chosen is written on a nomination form, signed by four or more electors and sent to the Returning Officer of the electoral division fourteen days before election day, together with \$100. This money is returned to the candidate if he is elected or receives at least one-half of the total number of votes polled in the case of a single-member constituency, and one-half of the number of votes polled for the candidate elected with the least number of votes in the case of a multi-member constituency. Any four or more electors may nominate a candidate by signing before a Justice of the Peace, Commissioner for Oaths, Notary, or the Returning Officer a nomination form, with the consent of the candidate, and by depositing \$100. This deposit is required in order to dissuade those from seeking office who have little or no chance of being elected.

When the candidates have been selected by their respective parties, the election campaign begins. The local newspaper, local political clubs and organizations all take a hand in broadcasting the platforms of the particular party they are interested in. In this politi-

cal arena parties and candidates challenge each other as they lay their case before the public. The elector can tune in to political speeches, attend public meetings and read the newspapers and circulars. From these he should be able to find out what issues are at stake and judge the merits of each party and candidate. The intelligent elector is not deceived by extravagant promises made by candidates who have neither the power nor the intention of carrying them out, nor is he flattered by the back-slapping and baby-kissing that is sometimes a part of the election campaign. Voting should be a purely intellectual process in which the elector exercises his power of judgment, and not an emotional process in which he gives way to feelings. While in the smaller details there will never be a unanimous opinion, all Albertans should be united in their desire for an honest, democratic form of government.

### Election Day in Alberta

In The Election Act we can find the regulations governing the provincial election. Not less than 39 nor more than 49 days before election day the Lieutenant-Governor signs an Order-in-Council which proclaims the election, names a returning officer for each electoral division and sets the date for the nomination of candidates, and the date of election day, which is fourteen days after nomination day. The returning officer is placed in charge of all election proceedings in the electoral division. He sees that proclamations are posted announcing the place and time fixed for the nomination of candidates, the time and place of polling day, the boundaries of each polling subdivision, the time when, and place where the election results will be announced. He divides the electoral division into polling sub-divisions for the convenience of the electors and appoints a deputy returning officer and poll clerk for each polling subdivision. Two persons are appointed in every urban polling subdivision, and one in every rural polling subdivision, to make up a list of electors. These are called enumerators. Names may be added to the list on polling day in rural electoral divisions only.

At last the election day arrives. Polling places have been set up in schools, empty stores, community halls, church basements, etc. Booths have been arranged in which the voter can mark his ballot privately (for we must remember that it is a secret ballot), and a ballot box, strongly made and fitted with a lock and key, is provided. The deputy returning officer is in charge of the polling place. As each elector enters the polling place, his name is checked on the list of electors and he is given a ballot paper on which is printed the names of the candidates, in alphabetical order according to surnames, with their addresses and political affiliations. At the same time the deputy returning officer instructs the voter how to mark his ballot paper as follows: "Mark the ballot by placing an X opposite the name of the candidate of your choice." If a ballot paper is placed in the box incorrectly marked, then the vote is lost, for the ballot must be rejected.

When the polling place closes the count begins. The deputy returning officer sorts out and adds up the number of votes for each

candidate. The result may then be announced to the public.

Next day election results appear in the local papers. Headlines proclaim the victory or defeat of the various political parties. Within a few days we read the complete list of successful candidates. Generally, one party has a larger number of elected candidates than the other. This party is said to have obtained a majority and thus forms the next government.

The ballot boxes are then forwarded to the Returning Officer who, in the presence of the candidates or their agents, proceeds to check the statements of the deputy returning officers and makes the final addition of the votes for each candidate.

On the 10th day after polling day he declares as duly elected the candidate or candidates having received the largest number of votes.

He then prepares his official statement which he holds for yet another 10 days to allow an application to be made for an appeal, recount or final addition of the votes. If no such application is made he then sends to the Clerk of the Executive Council the above mentioned statement along with all the ballot boxes and election material.

#### FORM OF BALLOT PAPER FOR LESS THAN SIX NAMES

BROWN, Joseph Thomas,  
of the Village of \_\_\_\_\_  
Liberal.

JOHNSON, Edward,  
of Township \_\_\_\_\_, Range \_\_\_\_\_, West of  
the \_\_\_\_\_ Meridian.  
Co-operative Commonwealth Federation.

SMITH, William,  
of the City of \_\_\_\_\_  
Social Credit.

WILSON, Louis,  
of the Post Office of \_\_\_\_\_  
Independent.

## HOW THE PROVINCIAL GOVERNMENT IS MADE UP

### Relations Between the Provincial and Dominion Governments

Although in this handbook we are concerned only with the work of our provincial government in Alberta, we must bear in mind that each of the other ten provinces in Canada has a similar government and that there is a central, Dominion government at Ottawa. In Canada, then, we have two parliamentary institutions, the Dominion government and the Provincial government. **The British North America Act**, which was passed by the British parliament in 1867, made Canada a Dominion, giving her a federal system of government similar to that of the United States of America. Only so far as our governmental system is federal does it resemble the American system. In other respects it follows the British system of government. Under a federal system, the function of government is carried on at two levels. The Dominion government, generally speaking, is authorized to look after state affairs which concern the country as a whole and the Provincial government is concerned with the welfare of the Province. The scope of each of these two governments is laid down in sections 91 and 92 of the British North America Act. Canada is such a vast country that each province by its geographical position and climatic conditions has a diversity of economic problems which can only be solved locally. Then, too, there are social and cultural differences between various groups such as English-speaking and French-speaking Canadians which in a democratic country necessitate freedom in the management of local affairs. But Canada is no longer the pioneering country of 1867 when the B.N.A. Act was signed. She has become an industrialized country. Millions of acres of land have been broken and cultivated to produce grain and other foodstuffs, her natural resources have been developed, industries have been built up, and Canada is now active in world markets. Her population has increased. Today, after playing an important and honorable role in two world wars, Canada stands a young, vigorous nation, and is recognized as such by the great nations of the world. These great changes which have taken place since 1867 were not anticipated in the B.N.A. Act. They have given rise to many perplexing problems which have been the subject of Dominion-Provincial conferences. For instance, during the economic depression which began in 1929, certain provinces suffered greatly. They, who were therefore in most need for social services to alleviate the distress caused by unemployment and low prices, were least able to provide these services. According to the provisions of the B.N.A. Act the provinces had the authority to supply social services and education, but only the Dominion had sufficient revenues to support these services. The Dominion government now makes annual grants of money to each province to help meet the high cost of providing such services as health, welfare, technical education and pensions.

# THE BRITISH NORTH AMERICA ACT, 1867

## Section 91

### Legislative Authority of Parliament of Canada

91. It shall be lawful for the Queen, by and with the advice and consent of the Senate and House of Commons, to make laws for the peace, order, and good government of Canada in relation to all matters not coming within the classes of subjects by this Act assigned exclusively to the Legislatures of the Provinces; and for greater certainty, but not so as to restrict the generality of the foregoing terms of this Section, it is hereby declared that (notwithstanding anything in this Act) the exclusive Legislative Authority of the Parliament of Canada extends to all matters coming within the classes of subjects next hereinafter enumerated, that is to say:—

1. The Public Debt and Property:
2. The regulation of Trade and Commerce: *including a large amount of domestic*
3. The raising of money by any mode or system of Taxation:
4. The borrowing of money on the Public Credit:
5. Postal Service:
6. The Census and Statistics:
7. Militia, Military and Naval Service, and Defence:
8. The fixing of and providing for the Salaries and Allowances of Civil and other Officers of the Government of Canada:
9. Beacons, Buoys, Lighthouses and Sable Island:
10. Navigation and Shipping:
11. Quarantine and the establishment and maintenance of Marine Hospitals:
12. Sea Coast and Inland Fisheries:
13. Ferries between a Province and any British or Foreign country, or between two Provinces:
14. Currency and Coinage:
15. Banking, Incorporation of Banks, and the issue of Paper Money:
16. Savings Banks:
17. Weights and Measures:
18. Bills of Exchange and Promissory Notes:
19. Interest:
20. Legal Tender:
21. Bankruptcy and Insolvency:
22. Patents of Inventions and Discovery:
23. Copyrights:
24. Indians and Lands reserved for the Indians: *- Eske -*
25. Naturalization and Aliens:
26. Marriage and Divorce:
27. The Criminal Law, except the Constitution of the Courts of Criminal Jurisdiction, but including the Procedure in Criminal Matters:
28. The establishment, maintenance, and management of Penitentiaries:
29. Such Classes of Subjects as are expressly excepted in the enumeration of the Classes of Subjects by this Act assigned exclusively to the Legislatures of the Provinces.

And any matter coming within any of the Classes of Subjects enumerated in this section shall not be deemed to come within the Class of matters of a local or private nature comprised in the Enumeration of the Classes of Subjects by this Act assigned exclusively to the Legislatures of the Province.

# THE BRITISH NORTH AMERICA ACT, 1867

## Section 92

### Subjects of Exclusive Provincial Legislation

92. In each Province the Legislature may exclusively make laws in relation to matters coming within the Classes of Subjects next hereinafter enumerated; that is to say:—

1. The amendment from time to time, notwithstanding anything in this Act, of the Constitution of the Province, except as regards the Office of Lieutenant-Governor:
2. Direct Taxation within the Province in order to the raising of a Revenue for Provincial Purposes:
3. The borrowing of money on the sole credit of the Province:
4. The establishment and tenure of Provincial Offices, and the appointment and payment of Provincial Officers:
5. The management and sale of the Public Lands belonging to the Province, and of the timber and wood thereon:
6. The establishment, maintenance, and management of public and reformatory prisons in and for the Province:
7. The establishment, maintenance and management of Hospitals, Asylums, Charities, and Eleemosynary Institutions in and for the Provinces, other than Marine Hospitals:
8. Municipal Institutions in the Province:
9. Shop, Saloon, Tavern, Auctioneer, and other Licenses, in order to the raising of a Revenue for Provincial, Local, or Municipal purposes:
10. Local works and undertakings, other than such as are of the following classes:
  - (a) Lines of Steam and other Ships, Railways, Canals, Telegraphs, and other works and undertakings connecting the Province with any other or others of the Provinces, or extending beyond the limits of the Province:
  - (b) Lines of Steam Ships between the Provinces and any British or Foreign Country:
  - (c) Such works as although wholly situate within the Province, are before or after their execution declared by the Parliament of Canada to be for the general advantage of Canada or for the advantage of two or more of the Provinces:
11. The Incorporation of Companies with Provincial Objects:
12. The Solemnization of Marriage in the Province:
13. Property and civil rights in the Province:
14. The Administration of Justice in the Province, including the constitution, maintenance, and organization of Provincial Courts, both of Civil and of Criminal Jurisdiction, and including procedure in civil matters in those Courts:
15. The imposition of punishment by fine, penalty, or imprisonment for enforcing any Law of the Province made in relation to any matter coming within any of the classes of subjects enumerated in this Section:
16. Generally all matters of a merely local or private nature in the Province.

### Dominion-Provincial Relations

In 1937 the Dominion government appointed a Royal Commission, afterwards called the **Rowell-Sirois Commission** (Mr. Rowell and Mr. Sirois were the two leading men on the Commission), to investigate Dominion-Provincial relations. A very thorough survey of the Canadian economy, covering two and a half years, was made, and a report with certain recommendations made to the Dominion

government. Canada was involved in World War II by the time the report was presented and in her united national effort to win the war Dominion-Provincial relations became a minor concern. Now that the war is over and each province is concerned with its post-war problems, the question of Dominion-Provincial relations is once more in the limelight. Solutions must be found for these difficulties if we are to have an effective democratic government in Canada.

### **The Organization of Our Government**

The governing body of our Province has two branches:

1. The legislative, or law-making branch, which is made up of the elected representatives and the Lieutenant-Governor.
2. The Executive, or law-administering branch, which is composed of the Cabinet Ministers, who sit as the Executive Council, and the Lieutenant-Governor.

### **The Lieutenant-Governor**

The Lieutenant-Governor is the representative of the Queen, and is the formal head of the government. He is appointed by the Dominion government for a term of five years. Although he is part of the legislative and the executive branches of our government, he takes no active part in our government but acts on the advice of his Executive Council. All orders-in-council must bear the signature of the Lieutenant-Governor, because our laws are made in the name of the Queen, who bears the title—Elizabeth the Second, by the Grace of God, of the United Kingdom, Canada, and her other Realms and Territories, Queen, Head of the Commonwealth, Defender of the Faith. The opening passage of any Alberta Act reads: "Her Majesty, by and with the advice and consent of the Legislative Assembly of the Province of Alberta, enacts as follows:"

The duties of the Lieutenant-Governor are:—

- (a) To act as ceremonial head of the government, performing the opening and proroguing ceremonies of the legislature and many other official duties throughout the province.
- (b) To act as the social head of the province giving leadership in such fields of endeavour as the arts, youth movements, charities, social services, etc. To entertain government officials and important visitors to Alberta.
- (c) To assent to all legislation passed by the provincial government or to reserve judgment and refer it to the Governor-General. (Up to the present only 65 Bills have been reserved out of the thousands that have been passed by the provincial governments.)

## **The Premier and His Executive Council**

At the conclusion of an election such as we have examined in the earlier pages of this handbook, the leader of the party elected with a majority is called upon by the Lieutenant-Governor to form a cabinet. This party leader becomes the Premier and is the real head of the Provincial Legislature. He chooses from amongst the elected members of his party a small group of persons with special ability who are prepared to work harmoniously with him. The Premier and his cabinet are the Executive Council. This Council is empowered by the legislative assembly to administer laws passed by this assembly.

The principal functions and duties of the Executive Council are:—

- (a) To give active leadership in forming a provincial policy on all matters concerning the province.
- (b) To carry out a wide variety of executive acts, usually by means of orders-in-council.
- (c) To supervise the work of the government departments. Each minister is the head of a department for which he is the spokesman.
- (d) To control the order of business of the legislative assembly.
- (e) To introduce all new legislation affecting public affairs. Bills introducing such legislation are called Public Bills. The Premier writes the speech from the throne in which is outlined the business of the session.

## **The Legislative Assembly**

The Legislative Assembly consists of the 61 elected representatives voted into power by the citizens of the province.

The chief functions and duties of the members of this assembly are:

- (a) To speak for the people they represent on all matters that come before the Assembly.
- (b) To give or withhold their approval to legislation.
- (c) To supervise the work of the government by asking questions of the cabinet ministers and by examining financial statements, orders-in-council, departmental estimates, etc.



The Lieutenant-Governor of Alberta, the Hon. J. J. Bowlen, reading the speech from the throne at the opening of the session.



**The mace on the table in the legislative chamber symbolizing the authority of the assembly.**

Sergeant  
at Arms

Bar

The Opposition

Mace

Table  
of  
the  
House

Premier  
and  
Cabinet Members

Government Members

Government Members

Clerk of  
Assembly

Speaker

Seating Plan of the Alberta Legislative Assembly

## HOW LAWS ARE MADE IN ALBERTA

### Opening the House

In the month of February each year, the parliament building in Edmonton, which was chosen as the capital of the Province because of its central position, is the scene of an impressive ceremony. A guard of honor composed of members of local military, naval and air force units is drawn up outside of the building. The Lieutenant-Governor arrives in state dress accompanied by high ranking officers. The artillery fire a salute as the Queen's representative enters the building to open the session. In the legislative chamber the Lieutenant-Governor reads the speech from the throne which has been prepared for him by the Executive Council. This speech summarizes the business which the government intends to lay before the House during the session. Having delivered his speech the Lieutenant-Governor retires, leaving the Legislative Assembly to conduct the work in hand.

Let us glance for a moment at the Legislative Chamber. It is a lofty hall, surrounded on four sides by a gallery. At one end of the chamber is a raised platform, on which is seated in a dignified position a man wearing a black gown. He is the Speaker and is there to enforce the rules of parliamentary procedure. All discussion is addressed to the Speaker. In front of the Speaker in the center of the Chamber is a long table. On this table is the mace, which is the symbol of authority of the Legislative Assembly. The Sergeant-at-Arms carries the mace before the Speaker when he enters the Chamber. It rests on the table while the House is in session and is removed when the Speaker leaves the Chamber. Chairs and desks line the two sides of the Chamber. Those on the Speaker's right are occupied by the Cabinet and its supporters, who are called the Government, while those on the left are members who belong to other parties and are called the Opposition. (See seating plan on page 21.)

### Procedure

Having listened to the speech from the throne, the members are formed into standing committees for the duration of the Session. These committees each deal with a particular subject such as Public Accounts, Agriculture, Municipal Law, Private Bills, etc. Then follows a debate on the speech from the throne.

The main business of the session centers around:

1. The debate on the speech from the throne.
2. The budget speech delivered by the Provincial Treasurer, which involves the discussion of estimates for public works and services which the government intends to carry out during the year.
3. The reports from each of the Departments, given by the respective ministers during either the above debate or the budget speech.

4. The introduction of Bills which must pass through three readings before they are accepted and become law. This work is usually done by the committee of the whole House. For this committee work the Speaker leaves the chair and the rules of parliamentary procedure are set aside and the bills are discussed clause by clause.

The public may, at all times while the House is in session, sit in the Public Gallery of the Chamber and listen to the business under discussion.

### **The Cabinet—Department Heads**

The executive branch of our government is divided into 15 Departments. These Departments are directed by twelve ministers (see table on page 10). The size of the Cabinet varies according to the wishes of the Premier. Sometimes the Cabinet contains members who have not been assigned to any particular Department but are employed on general duties. These are called Ministers Without Portfolio. Unlike the other members of the Legislative Assembly who appear at the capital only for the duration of the session which usually lasts eight weeks, the Ministers are occupied the year round in their Departments or when meeting in a body as the Executive Council.

Each Department was brought into being by an Act which defines the duties and responsibilities of the Minister of the Department. We must note here that all laws when passed are assigned to a particular Department for administration. For example, all Acts concerning education are assigned to the Department of Education for administration. Let us suppose that a law was passed making the school-leaving age sixteen years. This would be an amendment to our **School Act** and the Minister of Education would be responsible through his Department for the enforcement of this new law.

The Cabinet is essentially a flexible organization. It changes to meet the requirements of the times. New Departments are created to serve new conditions and old ones no longer needed are abolished. Good examples of the growth of a Cabinet have been seen in Alberta in recent years. The Department of Lands and Mines was split into the Department of Mines and Minerals and the Department of Lands and Forests. Again in 1951, Highways were separated from the Department of Public Works, and a new Department of Highways was formed. In this way the government is able to meet the increasing volume of work necessitated by the rapid growth of our province.

### **The Civil Service**

There is a certain uniformity in the organization of the Departments. Each one is headed by a Minister who assumes the title of "The Honourable." He is, as we have seen, appointed by the Premier and can be dismissed by him. He remains in office, then, only as long as his party is in power or until the Premier sees fit to

replace him. In other words there is always a change of Ministry whenever a different party gets into power.

The Departments are divided into branches, divisions or commissions, each concerned with one particular aspect of the work of the Department. Every Department has a permanent staff of officials, experts, accountants, and clerks who work under the Ministers. This body of permanent government employees is called the Civil Service. The chief permanent official is called the Deputy Minister and must be an expert and prominent man in his particular field. Thus our Deputy Minister of Education is a well-trained, experienced teacher and educationist who understands the educational needs of Alberta's students. Our Deputy Minister of Public Health is a doctor with many years of experience in Public Health services. The experts in each Department we shall meet as we examine the Departments one by one. The hiring of most civil servants is done through the office of the Director of Personnel. He receives and files all applications, checks the qualifications of technicians and professionally trained men, grades and classifies certain employees, and generally looks after the efficiency and welfare of the civil servants.

**MEMBERS OF THE LEGISLATIVE ASSEMBLY—**  
**(MARCH, 1957)**

Name	Constituency
Aalborg, Anders O.	Alexandra
Ansley, Ronald Earl	Leduc
Baker, Floyd M.	Clover Bar
Bell, George E.	Gleichen
Norris, G. C.	Stettler
Colborne, F. C.	Calgary
Cross, Wallace Warren	Hand Hills
Dawson, Peter	Little Bow
Desfosses, Joseph Romeo	Grouard
Dixon, A.	Calgary
Dushenski, Nick	Willingdon
Ellis, Ross Laird	Okotoks-High River
Fimrite, A. O.	Spirit River
Gainer, Francis Leo	Banff-Cochrane
Gerhart, Edgar Henry	Edmonton
Gilliland, William F.	Peace River
Hall, Richard E.	Athabasca
Halmrast, Leonard C.	Warner
Hardy, Earl M.	Bruce
Hartley, James	Macleod
Hillman, Jack Charles	Sedgewick
Hinman, Edgar W.	Cardston
Hooke, Alfred John	Rocky Mountain House
Johnston, Glen	Ponoka
Jorgenson, Robin D.	Pembina
Josvenger, Jake	Bonnyville
Kirby, William J. C.	Red Deer
Kovach, William A.	Pincher Creek-Crowsnest
Landeryou, John Charles	Lethbridge
Lee, Roy S.	Taber
Maccagno, Michael	Lac La Biche
MacDonald, H. J.	Calgary
MacEwon, G.	Calgary
Macyk, Alfred	Redwater
Manning, Ernest C.	Edmonton
McLaughlin, Ira	Grande Prairie
McLaughlin, John Harold	Stony Plain
Miller, Abe William	Edmonton
Mills, John A.	Lac Ste. Anne
Niddrie, Frederick James	Olds
Owens, James Lawrence	Didsbury
Page, J. Percy	Edmonton
Patrick, Allen Russell	Lacombe
Reierson, Raymond	St. Paul
Prowse, James Harper	Edmonton
Robinson, Mrs. Elizabeth G.	Medicine Hat
Ross, Dr. J. Donovan	Edmonton
Ruste, Henry Arild	Wainwright
Ruzycki, Stanley	Vegreville

Sayers, Chester I.	Camrose
Sims, James Leland	Acadia-Coronation
Smith, A. R.	Calgary
Soetaert, Arthur Jos.	St. Albert
Stringam, Bryce C.	Bow Valley-Empress
Strom, Harry Edwin	Cypress
Tanner, Harold Eaid	Edmonton
Taylor, Gordon E.	Drumheller
Whitson, R. J.	Vermilion
Wilkinson, Mrs. R.	Calgary
Willmore, Norman A.	Edson
Wingblade, John Alfred	Wetaskiwin

### **Cabinet Ministers**

Manning, Hon. E. C.	Premier, Minister of Mines and Minerals, and Attorney General
Cross, Hon. Dr. W. W.	Minister of Health
Hooke, Hon. A. J.	Minister of Municipal Affairs and Provincial Secretary
Taylor, Hon. G. E.	Minister of Railways, Telephones and Highways
Aalborg, Hon. A. O.	Minister of Education
Halmrast, Hon. L. C.	Minister of Agriculture
Willmore, Hon. N. A.	Minister of Lands and Forests
Jorgenson, Hon. R. D.	Minister of Public Welfare
Hinman, Hon. E. W.	Provincial Treasurer
Hartley, Hon. J.	Minister of Public Works
Colborne, Hon. F. C.	Minister Without Portfolio
Patrick, Hon. R.	Minister of Economic Affairs
Reierson, Hon. R.	Minister of Industries and Labour

# HOW LAWS ARE ADMINISTERED IN ALBERTA

## The Departments of Government

### THE DEPARTMENT OF AGRICULTURE

Living as we do in an agricultural province whose soil produces millions of bushels of grain and millions of pounds of meats and other animal products for use at home or for shipment to foreign countries, every Albertan should know the importance of agriculture. Everyone should realize that from the soil comes the food which sustains the human race. Some food products, like wheat, rice, corn and vegetables, are consumed directly from the soil, while other plants like grass, clover, barley, oats, etc. are eaten by animals which in turn provide food for human beings.

A large percentage of our provincial income is derived from farming. Our Department of Agriculture is one of the oldest departments. It was established in 1905 when the province was created. The object of the Department is to direct the agricultural industry of the Province. Its main function is to help the farmer utilize the soil and other resources so that all people may enjoy the highest standard of living. This is done through a number of branches. Each branch employs men or women who are trained for the various types of work which the Department carries on to develop and conserve the agricultural resources of the province and to assist farmers and homemakers in solving their problems.

#### THE FIELD CROPS BRANCH

This branch is divided for administrative purposes into four divisions as follows:

(1) **Crop Improvement:** This division endeavors to co-ordinate the efforts of all those concerned with better crops and cropping practices. Information about crops and crop varieties is gathered and made available to farmers. Special emphasis is placed on greater use of forage crops on the farm in order to achieve a more balanced and permanent type of farming with a more stable farm income. The use of better seed is encouraged. In doing this, the Department often works through **Agricultural Service Boards** in Municipalities. Examples of this are:

- (a) **Grants in aid to seed cleaning plants** established by associations of farmers in municipalities. One-third of the cost is borne by the Department, one-third by the Municipality and one-third by the Association.

Plants established ----- 19

- (b) **Seed Drill Surveys**—Approximately 10,000 samples have been taken from farmers' seed drills in 9 years. Information obtained by analysis and grading of these samples has aided in promoting the cause of better seed.

- (2) **Weed Control and Soil Conservation:** This division deals with the control of weeds in organized Municipalities, through Agri-

cultural Service Boards, and in Local Improvement Districts through Weed Inspectors and Weed Supervisors. In all cases the aim is to help farmers to help themselves rather than one of enforcement.

Since soil conservation is largely a matter of good farming, it is promoted by demonstrations and other extension methods. Here again the co-operation of Agricultural Service Boards is enlisted.

(3) **Horticulture:** The horticultural work of the Branch is rapidly increasing in importance. The work of horticulturists throughout the province is co-ordinated and information regarding the growing of vegetables, small fruits and tree fruits is made available. A tree planting program with an objective of 100,000,000 trees in 25 years has been started. Under this program farmers are encouraged to plant trees, which are available without charge, other than shipping costs, from the Provincial Tree Nursery near Edmonton and the Provincial Horticultural Station at Brooks.

(4) **Crop Protection and Pest Control:** This division deals with crop pests and diseases. Pests such as grasshoppers, wheat stem sawflies, wireworms, cutworms, sweet clover weevils, lygus bugs on alfalfa and Colorado potato beetle and many others all take a toll from the crop or garden. In most cases the division simply supplies information with regard to prevention and control, but for grasshoppers an active control campaign is often necessary in the southern part of the province and occasionally in the Peace River country. Insecticide distribution centers are set up in co-operation with municipalities and the overall campaign is directed by the division.

The Pest Control division administers **The Agricultural Pests Act**. In so doing it directs the Provincial Program of Rat Control in our attempt to keep Alberta "Rat Free".

Coyotes, because they are live stock predators, must at times be controlled. A Provincial policy involving the use of cyanide guns and other poisons if necessary is conducted by this division. The objective is to destroy coyotes where they are causing financial loss to farmers.

Other services provided by this Division include the conducting of programs of Bacterial Ring Rot control of potatoes and warble fly campaigns.

### **Apiculture Services**

The Supervisor of Apiculture or "bee man", promotes one of Alberta's important agricultural industries. Bees are necessary for cross pollinating the clovers when grown for seed. The honey crop averages about 4,000,000 pounds annually. The Supervisor of Apiculture services is concerned with inspection of apiaries for disease and assists in preventing its spread. It also conducts inspection on honey sold in stores. It carries on an extensive program instructing bee-keepers through bulletins, demonstrations and lectures.

## **The Provincial Horticultural Station, Brooks**

The Provincial Horticultural Station at Brooks has been expanded to include the propagation and multiplication of trees and shrubs for farm planting. Special emphasis is being placed on planting material that will provide beautification as well as wind protection. Shelterbelt trees and shrubs from Brooks will be distributed throughout the Province.

The Station also tests fruit and vegetable varieties for their adaptability to Alberta conditions. Demonstration fruit orchards are established throughout the Province to provide home owners with first-hand information on production methods and varietal characteristics. Methods of processing fruits and vegetables and the suitability of varieties for this purpose are studied.

## **LIVE STOCK BRANCH**

The Live Stock Branch supervises and directs the live stock development and improvement work undertaken by the Department of Agriculture. The work carried out may be classified under two main headings:

1. Breed promotion and live stock improvement by improved breeding, feeding and management practices.
2. Administration of Acts governing the commercial production and marketing of live stock.

### **Live Stock Improvement Policies:**

Farmers may apply for herd sires for beef cattle, dairy cattle, sheep and swine. The Department will, if requested, select the animals and will offer financial assistance, either in the form of a payment to defray part of the purchase price or transportation expenses. Application forms and details are available through offices of District Agriculturists or through the Branch office in Edmonton.

### **Feeder Associations:**

THE FEEDER ASSOCIATION GUARANTEE ACT provides credit up to \$100,000 for an association of feeders to feed cattle or sheep.

### **Artificial Insemination Policy:**

This policy provides for assistance to co-operative inseminating units organized under specified conditions.

The registration of brands is conducted by the Brand Recorder, who registers cattle, horses, sheep, poultry and fox. Brand inspection is carried out under THE STOCK INSPECTION ACT. Inspectors, maintained at ten locations in the Province, inspect all cattle marketed within or shipped out of the Province.

THE PURE BRED SIRE AREA ACT provides for the setting up of a pure-bred sire area. Once two-thirds of the resident ratepayers

have petitioned for such an area penalties may be levied against anyone owning a grade sire of the class of animals named in the order.

The Branch arranges for the collection and prepayment of shipments of dairy calves from the Edmonton Milk Shed to properly organized 4-H Clubs.

All live stock dealers are licensed and bonded under THE ALBERTA LIVE STOCK AND LIVE STOCK PRODUCTS ACT. Dealers must obtain proper licenses and bonds before conducting business.

Authority provided under the above Act is applied to cover licensing, construction standards, inspection for sanitation and disease, and trading practices at certain country auction markets and live stock buying stations.

The Branch arranges for the selection, assembling and shipping of the Alberta Live Stock Exhibit to the Royal Winter Fair. The Department pays all costs of hay, grain and bedding and 25% of the freight charges. The Federal Department of Agriculture pays the remaining 75% of the transportation costs.

## DAIRY BRANCH

The Dairy Branch administers legislation dealing with the production and manufacture of dairy products, the operation of frozen food locker plants and the control of products used as substitutes for dairy products.

By means of licensing, inspection and instruction it has been possible to greatly improve the quality of dairy products, thus, widening the markets for Alberta's surplus milk production. Through similar policies the frozen food locker industry has been developed. Over one hundred and fifty locker plants throughout the province provide a service designed to preserve food products in a safe, economical and appetizing manner.

The inspection and instruction work is carried out by a trained staff located in various districts. Checking the grading, testing and weighing of raw products received from dairy farmers constitutes an important part of their duties. Plant sanitation, instruction in approved methods of processing and manufacture, examining candidates for grading or testing licenses, and the collection of samples for laboratory analyses all form a part of the inspector's regular duties. A similar service is provided by these same officers for the frozen food locker plants. Items such as storage temperatures, sanitation, wrapping, identification of parcels, and records are given careful attention.

The cow testing and dairy herd improvement service is designed to encourage methods for increasing milk production of dairy cattle. High production on an economic basis is the result of careful selection, sound breeding, and proper feeding and management. These items are stressed by the field staff on this service.

The Dairy Branch Laboratory provides a complete chemical and

bacteriological testing service for the industry. This service is designed to improve quality and eliminate defect causing economic loss.

The Dairy Cost Study, now expanded to include other economic surveys of farming operations are designed not only to determine the cost of producing a particular farm product but to direct attention to the economic factors directly responsible for costs.

The Dairy Branch Laboratory provides a complete chemical and bacteriological testing service for the industry. This service is designed to improve quality and eliminate defects causing economic loss.

The Dairy Cost Study and Farm Management Service is provided to determine the cost of milk production, and direct attention to more economic methods of production.

**The Frozen Food Locker Act** provides for the licensing and control of operations for frozen food locker plants. Inspectors of the Branch check such items as temperatures, sanitation, wrapping, identification of parcels and records.

### Poultry Branch

The Poultry Branch administers regulations under **The Alberta Live Stock and Live Stock Products Act** relative to the various phases of poultry production in Alberta. These policies are: Flock Approval; Turkey Flock Approval; The Production and Sale of Chicks; The Purchase and Sale of Dressed and Eviscerated Poultry. By these policies and by licensing, inspection, and instruction, the branch endeavors to promote the industry on a sound, efficient basis for production of quality products.

The services of the Poultry Branch staff are available to all flock owners in selecting good stock for breeding purposes. Extension work on efficient feeding, management, and disease prevention is carried out by short courses, radio addresses, meetings, field days, and bulletins.

### Extension Service

The principal function of the Extension Branch is to disseminate useful agricultural information to farmers and to inspire them to use this information in their farming operations.

To accomplish this function, the Branch maintains the following staff: 55 District Agriculturists; 20 District Home Economists; Supervisors of the above divisions; and Specialists in Agricultural Engineering, Nutrition and Home Designing.

The District Agriculturists and District Home Economists are stationed at 43 centers throughout the Province. The Supervisors and Specialists are stationed at headquarters, their duties being to assist the field staff with advanced technical information and to plan programs and projects designed to promote the functions of the Branch. Somewhat more specifically, the Branch is prepared, through its

staff, to provide information and assistance to farmers on all scientific and practical aspects of farming and homemaking.

District Agriculturists and the Specialists of the Department are prepared to co-operate with the farmer in assisting him to plan a complete revision and operation of his farming procedures. This is a farm management service which permits the farmer to make use of all of the services indicated above and assists him to plan his business in such a way that he may expect to make the maximum of profit. The number of staff permanently employed would not permit of this being immediately done for all farmers in the Province should they all desire it. It is, however, considered to be the principal and ultimate objective of all Extension work since farming must be considered as business rather than a number of unrelated parts or departments. This is not intended to be a service in which the District Agriculturist arbitrarily sets out the manner in which the farm should be operated. Rather, it provides for him to discuss with the farmer all of the factors which enter into his business and, co-operatively with the farmer, work out a program aimed at maximum production.

In the field of irrigation, a staff of surveyors and irrigation experts assist the farmers in irrigated areas, giving advice in the running of field ditches and in preparing land for the application of water.

**The Master Farm Family Program**, conducted by this Branch, aims to honor those farmers who have made an outstanding success of their vocation. It is hoped that through such examples others may be encouraged to do likewise.

**The Names of Homes Act**, which is administered by this Branch, provides an opportunity for farmers and others to register names for their farms and homes. Such a registration reserves to the applicant the exclusive use of the selected name.

### **Veterinary Services**

The Veterinary Services Branch deals with the prevention, control and diagnosis of live stock diseases in the Province. Brucellosis, mastitis, mineral deficiencies, and hog diseases are examples of the subjects of a large number of addresses given each year at short courses, field days, and special meetings. Lectures in veterinary science are given at the University of Alberta and at the Schools of Agriculture.

Through the efforts of the Veterinary Services Branch, the whole province was petitioned, and declared a T.B. Restricted Area by the Federal Government. Thirty-one municipalities have also been established as Brucellosis Restricted Areas, whereby every heifer is vaccinated. Since 1952 when rabies first occurred in Alberta, this Branch has been actively engaged with others in developing the largest rabies control program ever undertaken in North America. The results have been very encouraging as only 6 cases occurred in 1956.

In 1949 a new \$100,000 veterinary laboratory for the diagnosis of animal and poultry diseases was set up in Edmonton. This is a busy institution, for in 1955, 10,059 specimens were examined, and 16,280 tests for bovine brucellosis were made. In this same year, sufficient vaccine was distributed to vaccinate 204,127 calves. Disease investigations are made both in districts where there are no veterinarians and in districts where veterinarians request this service.

## FUR FARMS BRANCH

The Fur Farms Branch administers all regulations pertaining to the operation of fur farms. The Fur Farm Supervisor carries out inspections to detect disease and checks sanitation. He also advises the operators about breeding, feeding and management of fur-bearing animals.

Mink farming represents approximately 98% of the \$2,500,000 annual pelt returns derived from ranch-raised furs. Chinchilla and Nutria farms are also being established throughout Alberta.

Fox farming, once a major part of the industry, is now practically non-existent due to the wane in popularity of fox fur.

## The Provincial Schools of Agriculture and Home Economics

The Provincial Schools of Agriculture and Home Economics have been operated by the Department of Agriculture at Olds and Vermilion since 1913. In 1951 a new School of Agriculture and Home Economics was opened at Fairview to serve the needs of the Peace River district. The Schools of Agriculture and Home Economics provide practical training in agriculture and home economics to prepare young men and young women for farming and for homemaking respectively.

The Schools operate from late October until early April. This allows students to remain on the farm until fall work is finished and releases them in good time for the rush of spring work. For boys, the full course covers a period of two such terms, although two-in-one students, who are required to have advanced high school standing, usually graduate in one term.

For girls, one term comprises the full course. This is a new course offered for the first time in the fall of 1956.

Boys taking the Two Year Course in Agriculture must have passed their 17th birthday by December 31st of the year in which they apply. For all other courses the minimum age at the time of registration is 16 years. Both boys and girls must have Grade IX standing for entrance but consideration will be given to older students who cannot meet this requirement.

Each School consists of a modern, well-equipped dormitory and necessary classrooms, laboratories, shops, live stock pavilion, barns, etc. A farm is operated in association with each School to provide plant material and live stock for teaching purposes. The farm machinery is utilized for teaching, as well.

There are no tuition fees for residents of Alberta. The approximate yearly cost of attending a School of Agriculture is as follows:

Board and Room (approximately)	\$210.00
School fees, text books and classroom materials (estimate)	65.00
Total (approximately)	\$275.00

An important objective of the courses in both agriculture and home economics is to prepare young people for the duties of citizenship. To this end, considerable time, both within and without formal classes, is devoted to public speaking, social relationships, organized sport, students' council and other similar activities.

The object of the course in agriculture is to equip young men with practical knowledge necessary to solve farm problems. The course therefore includes plant husbandry, animal husbandry, farm mechanics (including carpentry and blacksmithing), farm management, poultry, dairying, etc. The course in science is laid out to show the application of science in farming practices, and the course in English is designed to give the fundamentals of correct English usage, including public speaking.

While the course in Home Economics allows considerable time for the study of Foods, Clothing and Home Management as distinctly related to the household arts, other subjects include Typing, Book-keeping, English, Horticulture, Public Speaking, Poultry and Home Nursing. Special laboratories are provided for instruction in Home Economics and small apartments are maintained at each School to give the students an opportunity to actually prepare and serve meals. The new girls' course is designed to give not only basic training in the household arts, but also to better fit graduates for employment during the period immediately following graduation.

The courses in agriculture and home economics not only provide valuable training in these particular subjects, but furnish students with experiences in living which will serve them well throughout their lives.

#### 4-H Clubs

The Department of Agriculture conducts a 4-H Club Program which is affiliated with the Canadian Council on 4-H Clubs and thus with the Clubs in other Provinces. The main purpose of 4-H Clubs is to teach young farmers and homemakers proper methods of farming and homemaking. Boys and girls learn by doing. Clubs are directed by District Agriculturists and District Home Economists. The 4-H Club program includes such projects as beef feeding clubs, dairy calf clubs, swine clubs, poultry clubs, crop clubs, garden clubs and a number of home economics clubs. At the conclusion of the year's activities each club holds an achievement day, including judging contests, and in the fall of each year, teams are chosen from seven projects to represent Alberta at National 4-H Week in Toronto.

## **Radio and Information Branch**

This branch was organized in April, 1953, to prepare and present useful farm information to the rural people of Alberta. A daily farm broadcast known as "Called of the Land" is presented Monday to Friday on radio stations in six regions of the Province: Grande Prairie, Edmonton, Camrose, Red Deer, Calgary and Medicine Hat. By using portable tape recorders it is possible to visit wide areas of the Province gathering interviews on farms, at meetings, field days, and short courses.

Research information is gathered from the University, Experimental Farms and Science Service Laboratories by a Research Information Editor. These institutions are visited periodically and material gathered is released weekly to agricultural people, press, radio, libraries and commercial organizations associated with agriculture. This information is released in the publication *Science and the Land*.

Through another weekly publication, *Farm Notes*, helpful suggestions for farmers and homemakers are assembled. Material for this publication is obtained from members of the Department of Agriculture staff and is distributed to press, radio, etc.

Agriculture is a rapidly changing business. If farmers are going to keep up with these changes it is necessary for them to receive accurate, up-to-date information. The Radio and Information Branch is striving to give farmers the information most useful to them.

## **Water Resources Branch**

The Water Resources Branch administers all phases of THE WATER RESOURCES ACT which provides that all persons must apply for authority to direct water other than for riparian use. Permanent records and plans are kept of all water diversions. Uses of water have precedence in the following order: domestic, municipal, industrial, irrigation, water power, other purposes including recreation, wild life, etc.

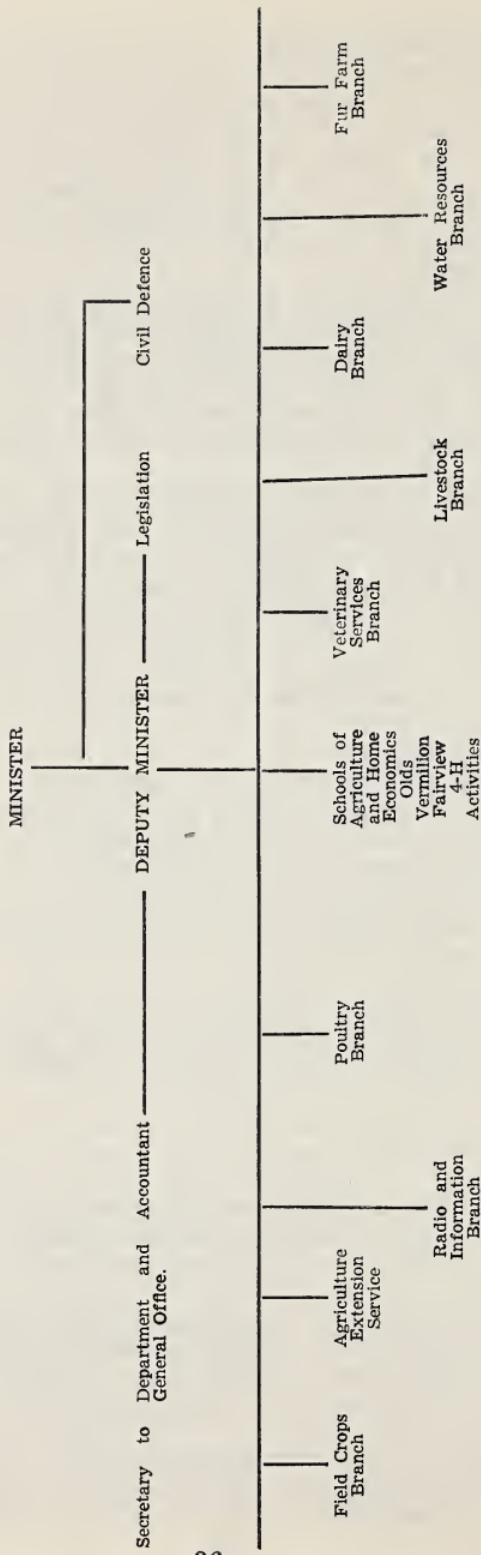
THE IRRIGATION DISTRICTS ACT and THE DRAINAGE DISTRICTS ACT are offshoots of THE WATER RESOURCES ACT. Districts are set up on a self governing basis. The area of lands drained by authorized projects is approximately 300,000 acres although this figure is much larger when consideration is given to lands drained by the opening of roads. The Province extends aid to drainage projects on a fifty-fifty basis where farm lands and roadways are affected.

The practices of irrigation are as old as civilization itself and in Alberta extensive projects have been completed or are under construction. By the end of 1956, 802,000 acres were "under the ditch" in the Province. Alberta has a total of 30 million dollars invested in irrigation.

The Water Resources Branch constructs projects when it is in the public interest to do so. These involve drainage, irrigation, water supply, river control, and erosion control. Problems arising out of the use of international interprovincial waters are dealt with by the Branch.

Under THE GROUND WATER CONTROL ACT the matters of adequate control to prevent wastage and the recording of data on water wells are handled.

\* ORGANIZATION CHART—DEPARTMENT OF AGRICULTURE



## Civil Defence

The administration of the Civil Defence and Disaster Act was assigned to the Honourable L. C. Halmrast, Minister of Agriculture, in 1955. The Minister of Agriculture thus becomes responsible for the general Civil Defence policies but the actual details of the Civil Defence program are carried out by the Co-ordinator of Civil Defence and his staff.

Through the Civil Defence program, the organization of Civil Defence throughout Alberta, is directed for the purpose of dealing with disasters of whatever kind, whether due to enemy action in time of war, or to natural disasters such as flood, or hurricane, or man-made disasters, e.g. fire, wreck, etc., which reach proportions for which normal resources are inadequate.

Provincial Civil Defence headquarters assists organization at the municipal level . . . cities, towns, villages, municipal districts . . . as required, by the supply of equipment and the loan, if necessary, of instructors.

Periodically Schools of Civil Defence are held at the provincial level, where instructors are trained to take their places in the Civil Defence set-up of their home towns or municipalities.

The Provincial Civil Defence service is in liaison with the Ottawa headquarters and with Civil Defence organizations of other provinces. Contact is also established with Civil Defence services in other parts of the British Commonwealth and in the United States.

## **THE DEPARTMENT OF THE ATTORNEY GENERAL**

The Department of the Attorney General is concerned with the legal aspects of government and with all matters in connection with the administration of justice in the Province. The Branches into which the work of the Department is divided are shown on the organization chart for the Department. The chief officials responsible for the legal and administrative responsibilities of the Department are:

Attorney General

Deputy Attorney General, Collector of Succession Duties and Queen's Proctor

Legislative Counsel

Solicitors

Secretary to the Department

Inspector of Legal Offices

Public Trustee

Registrar, Land Titles Office, Edmonton

Registrar, Land Titles Office, Calgary

Chief Coroner

Superintendent, Juvenile Offenders Branch

Superintendent, Inspection Service Branch

Inspector of Gaols

Judges of Juvenile and Family Courts, Edmonton and Calgary

Member, Debtors' Assistance Board

### **The Attorney General**

The word "attorney" means one legally appointed to act for another. The Attorney General is a legal officer of the state who has been empowered to act in all cases in which the Province is a party. He is the legal advisor of the Lieutenant-Governor and the heads of the government departments, and is required to see that the administration of public affairs in the Province is in accordance with the law. He has the superintendence of all matters in connection with the administration of justice in the Province and is required to advise upon the legislative Acts and proceedings of the Legislative Assembly, and generally to advise the Crown upon all matters of law referred to him by the Crown. The Attorney General is also responsible for the administration of The Alberta Police Act. The policing of some cities and towns is done by the Royal Canadian Mounted Police by arrangement with the Dominion Government and the Attorney General. By agreement with the Dominion in 1932, the Royal Canadian Mounted Police undertook the duty of policing the Province of Alberta and took over the duties and services previously performed by the Alberta Provincial Police. The Assistant Commissioner of the Royal Canadian Mounted Police, in carrying out the agreement, acts under the direction of the Attorney General, except where Federal Statutes or Federal Police Duties are concerned.

## **Alberta Courts**

Although all judges of the Supreme Court of Alberta and the District Courts are appointed by the Dominion Government, the maintenance of the provincial courts and administration of justice in the Province, the arrangements for court sittings and the collection of fines, are the responsibility of the Attorney General's Department, as is the appointment of sheriffs, justices of peace, coroners, commissioners for oaths, magistrates and court reporters. Alberta is divided into twelve judicial districts (see organization chart), where regular sittings of Supreme and District Courts are arranged for by the Department.

## **The Public Trustee**

The Public Trustee is a government official with legal training who looks after the estates of infants and persons who are deceased, missing, insane, serving a term of imprisonment, or who for any other reason are incapable of looking after their own affairs. The Public Trustee receives official notice concerning the estates of the persons classified above and in their interest and for their protection he takes charge of their estates until they are properly disposed of or the persons concerned are able to take over again.

## **Land Titles Offices**

In the Land Titles Offices at Edmonton and Calgary the ownership of every piece of land in the province is recorded according to a system known as the Torrens system of land registration. In some of the eastern provinces and in many other countries where this system is not in use, a person who records or registers his ownership of land in a similar public office can only do so for the purpose of signifying that he claims to be the rightful owner; other persons may still dispute his claim, and if someone does so, a lawsuit is usually necessary to settle the question. Under the Torrens system, however, no ownership of land is considered to be legal unless it is recorded in the Land Titles Office, and once ownership is so recorded no one else may dispute it.

The Land Titles Office issues to each registered owner a numbered document called a certificate of title which bears his full name and clearly describes the land he owns. If an owner borrows money from a mortgage company or incurs any other form of indebtedness for which his land serves as security, the mortgagee or other creditor must register his claim by having it endorsed on the copy of the owner's certificate which is kept in the Land Titles Office; otherwise the claim has no legal standing. If an owner sells his land to another person, he signs a document called a transfer, which describes the land and states the purchase price and the name of the purchaser, and he delivers this with his certificate to the purchaser. When the purchaser registers the transfer in the Land Titles Office, the former owner's certificate is cancelled and a new certificate is issued to the new owner.

The extensive exploration for oil in Alberta draws attention to

the fact that separate titles may be held to the minerals and surface rights on a piece of land.

This system of land registration has the advantage that in return for payment of a comparatively small registration fee, every owner may get a government-guaranteed title to his land. He thus avoids the risk of expensive lawsuits which occur so frequently elsewhere where no such guarantee is given and where the ownership of land is less certain and more open to dispute.

## COURTS IN THE PROVINCE OF ALBERTA

### 1. The Supreme Court of Alberta

- (a) Appellate Division. This court hears appeals from other Alberta courts and from (b).
- (b) Trial Division. Sittings in this division are held at specified points at least twice a year, for the trial of important cases, both civil and criminal.

### 2. District Courts

These courts try lesser cases, both civil and criminal, such as debts or claims for damages not exceeding \$1,000.00, and have jurisdiction in all non-contentious probate or administration matters.

### 3. Special Courts

These deal with bankruptcy cases, disputes over assessments or taxation, cases involving corruption or improper procedure in elections, etc.

### 4. Magistrates' and Justices' Courts

These courts try persons accused of minor offences, petty thefts, traffic violations or violations of other Provincial Statutes. They also give a preliminary hearing to persons accused of major crimes, and if there is sufficient evidence, send them for trial to a higher court; and concurrent with the regular civil courts have jurisdiction in questions of wage claims not exceeding two months, unlawful dismissal or unlawful leaving of employment. Magistrates have jurisdiction in small debt actions where the amount involved does not exceed \$100.00.

### 5. Coroner's Courts

These conduct "inquests" to investigate cases of death where the cause or the responsibility is uncertain.

### 6. Administrative Boards

These include such Dominion boards as the Board of Transportation and such Provincial boards as the Workmen's Compensation Board and the Board of Public Utility Commissioners. They are not courts, properly speaking, but have power to settle a wide range of cases within their spheres of authority.

## **7. Boards of Arbitration**

These attempt to reach settlement by compromise and arbitration, and their decision may by agreement exclude any reference or appeal to the ordinary courts.

## **8. Military Courts and Boards of Inquiry**

These are conducted by the military authorities and deal with cases involving breaches of army discipline.

## **9. Juvenile Courts**

When these courts are set up, they have a special jurisdiction under Dominion Statute (The Juvenile Delinquents Act) and Provincial Statute (The Child Welfare Act).

## **10. Family Courts**

These courts have been set up, in Edmonton and Calgary, under **The Family Courts Act**, to deal with cases arising from domestic problems and with certain types of cases involving juveniles.

## **Alberta Securities Commission**

As industry and commerce expand throughout the Province, securities control takes on greater importance. The Alberta Securities Commission was established in office January 1, 1957. Function of the full-time Commission is to guard citizens against fraud in connection with the sale or trading of securities. It operates under revised legislation, The Securities Act, 1955, which was proclaimed December 1956 and took effect January 1957.

The Commission will be composed of three members, one of whom is full-time Chairman; a Registrar; inspection, auditing and clerical staff, all of whom are also full-time personnel. Appointment of Commission members and the Registrar is made through the Lieutenant Governor in Council directly, while other personnel are employed through the Civil Service Commission.

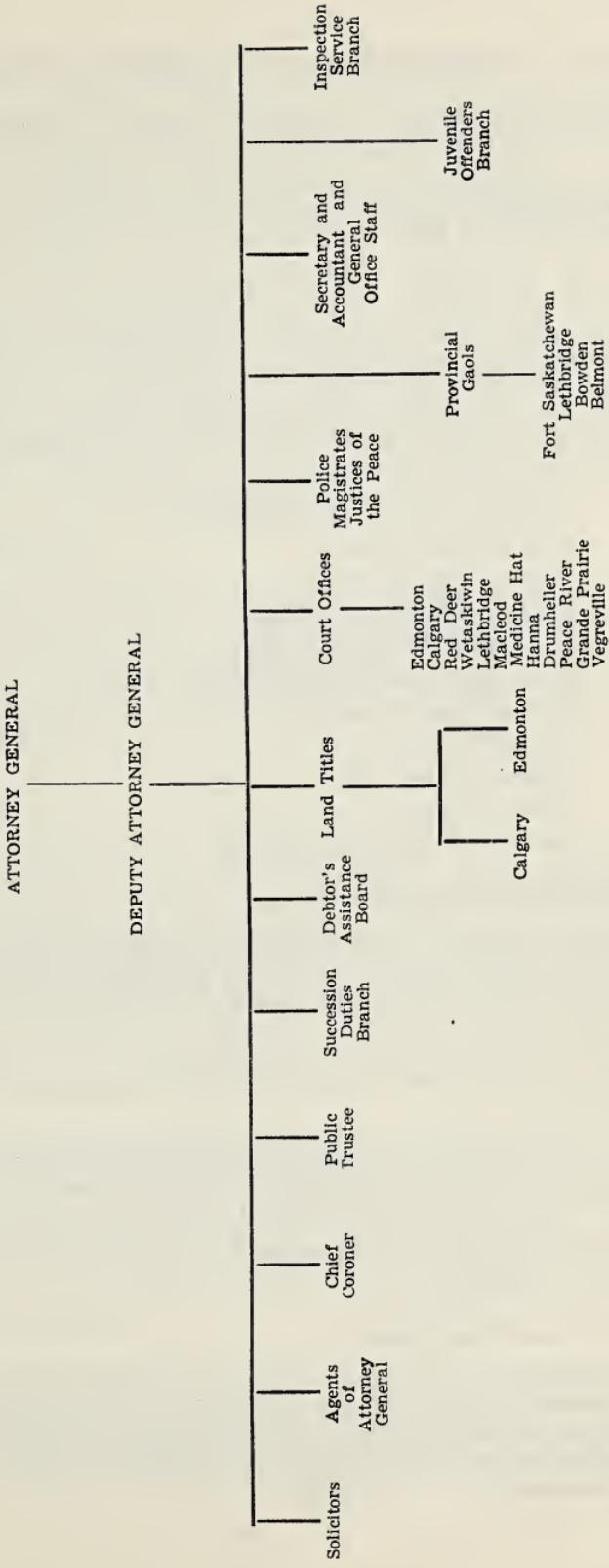
Before any person or company can legally engage in business in Alberta as a broker, investment dealer, broker-dealer, security issuer, investment counsel or securities adviser, he or it must be registered with the Commission. Salesmen, partners or officers acting for, or on behalf of a person or company also are subject to such regulation. The Registrar may go so far as to require an applicant, or a registered person or company, to post a bond by a guarantee company in the form and amount prescribed by the Commission.

All Public Companies incorporating in any line of enterprise in this Province, that wish to sell securities to the public in order to finance the venture, must make application to the Alberta Securities Commission for permission to make a public offering. Companies from outside the Province wishing to offer their securities to the public in Alberta come under the same regulation. In such instances the Commission requires the filing of a detailed prospectus as part of the application for registration.

With the aid of accountants and other experts, Commission investigators are required to police the securities field. When suspecting wrong doing on the part of a person or company, an investigator can call for evidence to be given under oath through powers equal to those vested in the Supreme Court of Alberta or Judges thereof. In addition, the Commission is empowered to suspend or cancel any registration where, in its opinion, such action is in the public interest.

Machinery is contained in the Commission's operations whereby persons or companies can appeal the body's action in refusing, suspending or cancelling registration.

## ORGANIZATION CHART FOR THE DEPARTMENT OF THE ATTORNEY GENERAL



## **DEPARTMENT OF ECONOMIC AFFAIRS**

The Department of Economic Affairs was established in June, 1945. Its function according to the authorizing Act is "to further and encourage orderly industrial, economic, cultural and social development for the betterment of the people of the Province in accordance with the principles and requirements of a democracy."

The Department initiates proposals and administers various statutes and serves as a co-ordinating agency in several fields, for all departments of Government. To expedite its work the Department is divided into a number of branches each responsible for a particular and special duty.

In addition to the Minister's Office, the branches are as follows:

General Office  
Industrial Development Branch  
Publications Branch  
Advertising Branch  
Public Relations Branch  
Cultural Activities Branch  
Film and Photographic Branch  
Immigration Branch  
Travel Bureau  
Southern Area Office  
Alberta House  
Geographic Board of Alberta

### **Industrial Development**

The Industrial Development Branch promotes interest in Alberta's opportunities for industry by personal contact, promotional literature and advertising. Industrial surveys of Alberta centers are prepared and kept up to date. The Branch provides every possible service to industrialists interested in the establishment of new industries in the Province and for the expansion of those already located here.

The Branch also supports an Industrial Development Board made up of members from various Alberta centers, the purpose of which is to further the interests of the Province as a whole.

Close liaison is maintained by the Branch with the Alberta Research Council.

### **Cultural Activities Branch**

This Branch promotes the growth of interest and participation in various cultural activities. Headed by a Co-ordinator, the Branch is associated with Boards comprising individuals skilled in representative fields. The Boards cover libraries, music, drama, visual art, handcrafts and recreation.

The Handcraft Committee carries on an active program and craft centers are being established under local sponsors in many Alberta communities. Expert instruction in weaving, leather-craft, wood-working and ceramics is provided at these centers.

Community Recreation Section encourages and co-ordinates community recreation in all parts of the province, offering periodic schools of training for leaders in recreational activities; supervises grant administration for recreational undertakings.

### **Film and Photographic Branch**

This Branch prepares pictures of Alberta to illustrate newspaper and magazine articles and for various other purposes. Still pictures in color as well as black and white are taken by the Branch. Colored motion pictures used for television screening and general publicity in many world centers are produced. The Branch maintains well-equipped photographic dark rooms.

### **Industrial Development**

The welfare of immigrants arriving in Alberta is the concern of this office. Applicants are carefully screened to ensure their suitability, to bring technical skill and experience needed in industrial development and to enrich the economic and cultural life of the Province. To this end there is close harmony with Alberta House in the United Kingdom.

### **Public Relations**

The responsibility of the Public Relations Office, which is attached to the general office of the Department, is to establish and maintain good relations between the various departments of the Government and the general public directly and through the press. The Public Relations officer also assists in arrangements for meetings and conventions in Alberta, often representing the Province at such functions.

### **Travel Bureau**

The Alberta Travel Bureau promotes interest in Alberta's attractions for tourists and generally supervises the whole tourist industry. Advertisements, colorful pamphlets, maps and holiday guides, radio talks and lectures are used by the Bureau, while specific information is forwarded in reply to thousands of inquiries received each year. Operators of tourist accommodation are assisted in their problems, and employee training in courtesy and service is sponsored by the Bureau.

To assist visitors coming to Alberta, a year round information center is maintained at Fort Macleod. Field supervisors give lectures and show films in Canada and the United States. A travel representative employed jointly by British Columbia and Alberta has permanent headquarters at San Francisco.

## **Southern Area Office**

The Department maintains offices in Calgary, the staff of which carries on the work of its various branches in the southern part of Alberta. Better public service with greater economy is made possible in this way.

## **Alberta House**

The Office of the Agent General is attached to the Department of Economic Affairs for purposes of administration. Headquarters are Alberta House in London, England. Qualified personnel represent the Province and handle Alberta business for the entire Government in the United Kingdom.

The particular concern of the Agent General's office is the promotion of interest in Alberta among British and European industrialists. Immigration is given close attention. Literature and specific information about the Province are also distributed widely.

## **The Geographic Board of Alberta**

The Geographic Board of Alberta, comprising five members, was established in 1946.

The function of the Board is to deal with all questions relating to geographic names within the Province. The members work in close co-operation with residents in the communities concerned and the members of the Canadian Board on Geographical Names, in such matters as the simplification of names, choosing between various spellings of the same name, and selecting new names.

## **Public Relations Office**

Is headed by a Public Relations Officer whose services are available to all Departments of the Government. He acts as contact between the government and the public and the press. The Public Relations Officer is also an authority on matters of protocol involving public functions, banquets and meetings which he arranges.

## **Publications Branch**

Conceives, writes, edits and publishes government material of a promotional and publicity nature. The Branch prepares and issues news releases and feature material for the press for local and national distribution. The twice monthly publication "Within Our Borders", "Industrial Newsletter" quarterly, and other material originates in this Branch.

## **Advertising Branch**

Prepares and issues most of the display and legal advertising for the Alberta Government. It is responsible for the construction and location of exhibits and displays of an advertising and promotional nature. The Branch directs a clipping service accommodating all Branches of the Government.

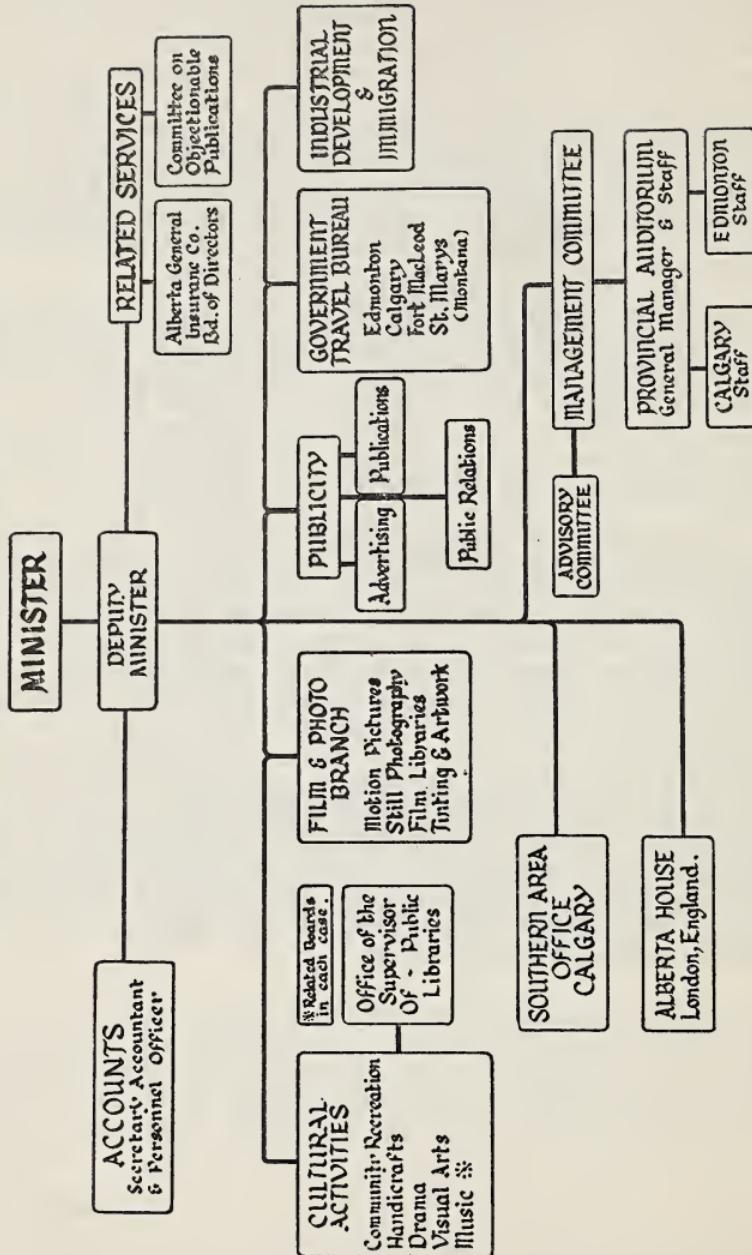
## THE PROVINCIAL LIBRARY AND ARCHIVES

The Provincial Library in the Parliament Building is primarily for the use of the members of the Legislature, and during a session of the Legislature only the Lieutenant-Governor and the members of the Legislative Assembly may borrow books; but during the recess between sessions, through permission of the Speaker of the Assembly, civil servants and university students, under certain provisions, may borrow books. The public may use the library for reference purposes. There are approximately forty thousand books in the Provincial Library. Biographies, histories, novels, poems, plays, books on philosophy, psychology, economics, art, church history and law, encyclopedias, dictionaries, statutes, Parliamentary reports, and special books are all to be found on the shelves.

In the library are most of the weekly newspapers of the Province, all the daily newspapers and some daily and weekly newspapers from other Provinces of Canada and other countries. The daily newspapers of Calgary, Edmonton, Lethbridge and Medicine Hat are bound every three months, and these bound copies are used extensively for reference purposes. The library also has approximately eighty Canadian, American and British periodicals.

Many special books and pictures will be found amongst the archive material. The special books include a copy of the "Breeches Bible", Bulkley Journal, Hudson's Bay and Dunvegan Journals, Rundle Journal — photostat copy of Book of Remembrance, The Royal Philatelic Collection, the Church Book of Bunyan Meeting 1650 - 1821, and many others. Amongst the antiques are found the Original Mace used in the Alberta Legislature from 1905 to 1955, the late Premier Rutherford's chair, the bench used by all the Lieut. Governors of the North West Territories, prior to Alberta becoming a Province, and many smaller items such as the lock and key of Fort Edmonton, an Altar Bell and many Indian relics. Included amongst the pictures are many of special interest to Albertans such as "Fort Edmonton" and the Big House; pioneer, political and church leaders; and ten albums of photographs of early scenes and old-timers of Alberta. The library staff consists of four people, the Provincial librarian and three library clerks.

# THE DEPARTMENT OF ECONOMIC AFFAIRS



## **THE DEPARTMENT OF EDUCATION**

The Department of Education was created in 1905, when Alberta became a province. The premier himself was the first Minister of Education. In those pioneering days the "little red school house" took care of most of our school instruction. Since those times Alberta has developed a modern, progressive educational system, capable of meeting the educational requirements of our youth from the primary grade to post-graduate university work. Education has assumed a position of great importance in the Province, and the public is willing to spend large sums of money to build and maintain our schools and colleges because they realize that democracy can thrive and succeed only among people who understand the full responsibilities of citizenship. The Department of Education has grown to meet the demands of our advanced educational system.

The chief officials and the major divisions of the Department are as follows:

Minister of Education

Deputy Minister

Division of Instruction—Chief Superintendent of Schools

- A. Supervisory and Evaluation Branch
  - Assistant Chief Superintendent of Schools
  - High School Inspectors
  - Superintendents of School Divisions
  - Special Supervisors
  - Principal, School for the Deaf

- B. Curriculum Branch
  - Director of Curriculum
  - Associate Director of Curriculum
  - Supervisor, Teacher Service Bureau
  - Director of Examinations
  - Supervisor of School Broadcasts
  - Supervisor of Audio-Visual Aids

- C. Teacher-Records Branch
  - Registrar

- D. Teacher-Education Branch
  - Co-ordinator of Teacher Education

Division of School Administration—Director of School Administration

- Assistant Director of School Administration
- Field Administrative Officers
- Supervisor of School Buildings
- School Building Inspectors

Division of Vocational Education—Director

Correspondence School Branch—Director

School-Book Branch—Manager

Alberta School for the Deaf—Principal

Provincial Institute of Technology and Art—Principal

## **General Regulations**

The Minister of Education, with an advisory staff of educationists and teachers, designs the general framework of education in Alberta. The Government and the Legislature determine the provincial contribution toward the cost of this educational program. The legislation governing education is contained in The School Act and The Department of Education Act. From time to time amendments are made to those Acts as changes in the school system are made necessary to meet the changing conditions of the times. In addition to the school laws there are regulations issued by the Department of Education to teachers, dealing with the administration of the school work.

## **School Supervision**

Under the Chief Superintendent of Schools is a staff of High School Inspectors, Supervisors of Special Subjects and Superintendents of School Divisions who visit the schools in the Province as representatives of the Department of Education. Their work is to see that high standards of instruction and education are maintained and that the general regulations for the administration of schools are carried out. They are concerned not only with every phase of classroom work as it affects pupil and teacher, but also with school equipment, building, finances, etc., and are qualified to advise school trustees on all matters concerning the conduct and improvement of schools.

The six High School Inspectors supervise instruction in grades ten to twelve.

## **Superintendents of School Divisions and Counties**

Most of our rural school districts have been organized into larger School Divisions and Counties with an average of about one hundred classrooms. We cannot undertake to enumerate the many advantages of this organization here. To each Division the Department of Education assigns a Superintendent whose responsibility it is to visit schools, advise school trustees, assist teachers, interpret law governing education in Alberta and generally look after the welfare of his Division. There are now fifty-two Divisions and seven Counties in the Province.

## **Special Supervisors**

Supervisors of special subjects supervise instruction in Home Economics and Industrial Arts in all schools where these courses are given. As specialists they can advise on the latest and best shop methods and classroom practice and on technical and mechanical equipment. The Supervisor of Guidance and Assistant Supervisor of Guidance give assistance and advice to school counsellors and vocational guidance officers.

## **Teacher Education and Certification**

The Minister of Education, with the approval of the Lieutenant Governor in Council, sets regulations and standards for the examination, licensing and grading of teachers. In brief, it is he who must decide on the requirements which are to be made of persons who teach in the classrooms of Alberta. One of his important concerns, during a period of rapidly increasing school population, is to secure the services of well-qualified teachers to instruct students in grades one to twelve.

A Board of Teacher Education and Certification composed of representatives from the Alberta Teachers' Association, Alberta School Trustees' Association, University of Alberta and the Department of Education has been established to advise the Minister on problems and matters which have to do with the training and qualifications of teachers. This means that, in the meetings of the Board, the organizations and groups which are most directly interested in the education and supply of teachers may present their viewpoints.

By agreement between the Minister of Education and the Board of Governors of the University of Alberta, the Faculty of Education has assumed responsibility for carrying out the training programs of teachers. Preparatory courses for teachers are offered in the Edmonton and Calgary branches of the Faculty of Education.

Applicants for registration in teacher training programs offered by the Faculty of Education are required to hold satisfactory standing in specified Grade XII examination courses. At present matriculants seeking admission to the Bachelor of Education program must possess a High School Graduation Diploma which is based on six Grade XII examination subjects. Admission to the Junior E. program requires fewer Grade XII subjects.

The various classes of general teaching certificates and the minimum amounts of university preparation for these certificates are as follows:

<b>Name of Certificate</b>	<b>University Course</b>
Junior E (Grades I - IX)	One Year
Standard E (Grades I - IX)	Two Years
Standard S (Grades IV - XI)	Two Years
Professional (Grades I - XII)	Three Years

At the end of the fourth year in the Faculty of Education the degree of Bachelor of Education is conferred on a successful candidate. Thereafter, to suitable candidates the Faculty offers graduate courses leading to the Master of Education and the Doctor of Philosophy degrees.

The office of the Registrar, Department of Education, arranges for the issuance of teachers' certificates; administers regulations regarding teaching authority, and keeps a record of all persons teaching in Alberta schools.

## **Co-ordinator of Teacher Education**

This office is designed to provide a link between the Department of Education and the Faculty of Education in the University. It assists in the recruitment of teachers, administers the program of assistance by which bursaries are made available to teachers in training, and is concerned with both the pre-service and in-service training of teachers. It renders assistance to Superintendents of Schools who wish to maintain in-service training programs or to carry out various kinds of research in their School Divisions.

## **The Program of Studies**

The program of studies, prepared under the direction of the Curriculum Branch, gives the teacher general instructions governing the classroom work in the school. It lists the subjects taught in each grade, the aims and objectives of each course, the textbooks and other references which are carefully chosen to give the maximum assistance to pupil and teacher; and it sets forth regulations concerning course operations and examinations.

## **The Teacher Service Bureau**

The purpose of the Teacher Service Bureau is to assist teachers and students in the classroom. A number of useful bulletins on enterprise, social studies, health and community economics have been prepared for use in Alberta classrooms. New books are examined and frequently are recommended for use in various courses. Teachers may apply to this bureau for assistance or advice on matters pertaining to classroom materials.

## **Examinations Branch**

Examinations Boards with working committees set our Grade IX and Grade XII examinations and appoint sub-examiners to mark the examination papers. The Examinations Branch, under the Associate Director of Curriculum, working with these Boards is responsible for the printing, distribution and collection of examination papers and the recording of marks. The school records of all Grade IX and senior high school pupils are filed with this Branch, which issues the Grade IX and Grade XII diplomas.

## **Visual Aids (Film and Filmstrip materials)**

The Audio-Visual Aids Branch has built up a large library of sound films and filmstrips on a wide variety of topics in the curriculum. These are available, on satisfactory completion of a registration card for the school, for use in the classroom, free, except for transportation charges, to any school in the province. Catalogues and other printed material containing classified and descriptive lists, regulations, and other information may be obtained from the Audio-Visual Aids Branch.

## **School Broadcasts**

The School Broadcasts Branch of the Department functions under the Curriculum Branch. The Supervisor of School Broadcasts and the Script Editor oversee the planning and preparing of programs which are broadcast in two periods a day to listening schools as well as to pupils of the Correspondence School Branch. This audience has grown in the last few years, to the point where in 1957 about half of all rooms from Grades I to IX are following one or more of the series. The broadcasts dealing with literature, social studies, art, current events, speech, music, stories and guidance, are drawn from the curriculum requirements for those subjects and are closely fitted in with classroom needs. Teachers' guides which enable the teacher to prepare his class for the programs are published. In speech, and music, student guides are also made available for greater efficiency in using the broadcasts.

In addition to the series presented within Alberta, the Branch shares in the planning and preparation of several series heard throughout the four western provinces and the Dominion as a whole. To do this, representatives attend the Western Regional Conference and the National Advisory Council on School Broadcasting which meet once a year.

## **The Education of Blind Children**

The Chief Superintendent of Schools makes all the necessary arrangements for the education of our blind children. They are sent, chiefly at the expense of the Province, to special residential schools in other parts of Canada, where they receive training which enables them to enjoy a fuller and more useful life in spite of their handicap.

## **The Alberta School for the Deaf**

This new modern residential school has been built at Edmonton. It provides academic and semi-vocational instruction for all deaf Alberta children between the ages of five and eighteen. The accommodation and instruction for the deaf pupils are provided at the expense of the Province.

## **School Administration**

The Director of School Administration, with an Assistant Director, Field Administrative Officers, a Supervisor of School Buildings, and two Inspectors of School Buildings, works directly with School Boards on matters of school administration. This work involves the interpretation of school legislation, checking of budgets and financial statements, supervision of school board offices, school building plans and construction, preparation and sale of debentures, school district boundaries adjustments and new organizations, general statistics and grants other than those set by the approved schedules. The Director is also Chairman of the School Buildings Assistance Board.

## **Vocational Education**

This division of the Department of Education administers the

Canadian Vocational Training programs conducted through agreements with the Federal Government, which shares the costs.

Training is provided for apprentices, military personnel, unemployed persons, disabled persons, and supervisory personnel. Grants to University students and student nurses, and assistance to vocational schools are also administered by this branch.

Training facilities consist of a commercial school in Edmonton, the School for Nursing Aides and the Canadian Vocational Training center in Calgary. Advantage is taken of facilities of the Institute of Technology and Art, and of certain private trade schools; and if courses are not available, training is arranged with individual employers under the training-on-the-job plan.

Training for unemployed persons is limited to organized classes, but there is provision for training in infinite variety for disabled persons.

### **The School-Book Branch**

This huge book-shop is operated by the Department for the benefit of Alberta's pupils and teachers. The School-Book Branch is a central agency for all school books coming into the Province. The manager publishes a price list annually which standardizes the price of school books throughout the Province. These prices are set as low as operating costs will allow. The School-Book Branch does not aim to produce revenue for the Province; its aim is to give an economical and efficient service to the public.

### **Correspondence School Branch**

This Branch provides instructional service by mail to pupils and students who through no fault of their own are unable to obtain instruction otherwise. The school program is followed in all grades (I - XII) and students may prepare to write Grade IX and Grade XII examinations.

As at December 31, 1956, enrolments were as follows:

Elementary	-----	955
Junior High School	-----	835
Senior High School	-----	5,703
	-----	7,493

Many classroom students attending small high schools register for one or more subjects by correspondence. Other young people who left school a few years ago are now seeking to obtain complete high school diploma or matriculation standing.

### **The Provincial Institute of Technology and Art**

This Institute, in Calgary, is under the direction of the Department of Education. Students of sixteen years or over, both boys and girls, may receive a thorough training in numerous trades and crafts at the day or evening classes; certain courses are also given by cor-

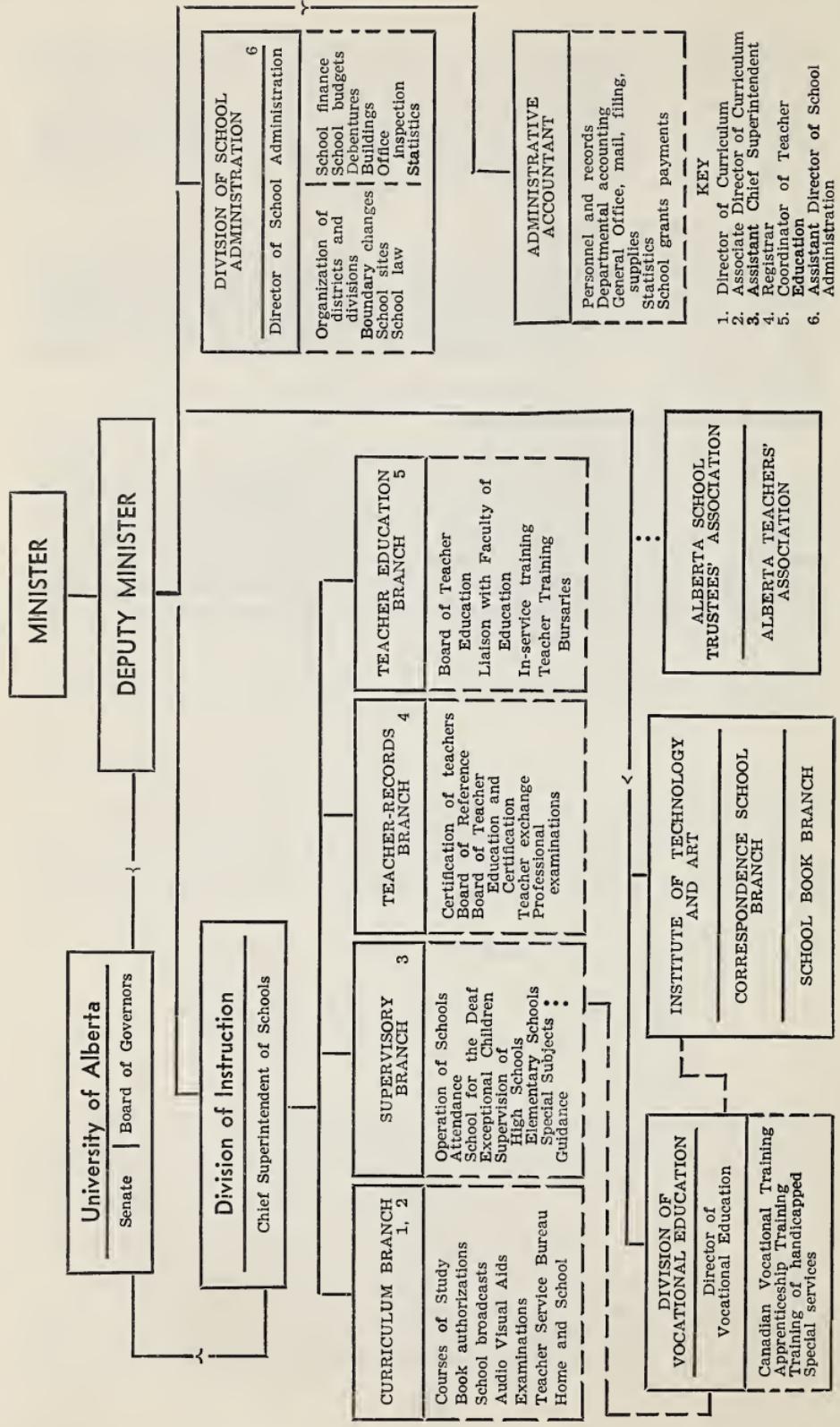
respondence. The length of the courses ranges from a few months to two years. Relatively small fees are charged for these courses. The normal Institute year is from early in October until late in May. Any student interested in technical training can obtain information about the courses offered and the regulations governing admission to classes from the Principal of the Institute.

### **The University of Alberta**

The University has its own governing bodies, the Board of Governors and the Senate, which direct the affairs of the University. The Deputy Minister of Education is a member of the Board of Governors and the Chief Superintendent of Schools is a member of the Senate.

### **Other Educational Associations**

The Department is directly or indirectly linked up with various educational associations which have been organized in the Province to assist the cause of education. The Home and School Association brings the parent and the teacher together for the sympathetic discussion of child problems and child education. The Alberta Teachers' Association and the Alberta School Trustees' Association work with the department where their particular interests are concerned.



## THE DEPARTMENT OF PUBLIC HEALTH

### History and Organization of the Department of Public Health

In March, 1906, the first **Public Health Act** was passed by the Provincial Legislature. It provided for the creation of the Provincial Board of Health consisting of five members, with full authority and responsibility for administering the health laws of the Province. By this Act the Province was divided into Health Districts, and a Board of Health was constituted in each District under the supervision of the Provincial Board of Health. The first Provincial Board was appointed in 1907, and was composed of the following members: Dr. J. D. Lafferty, Dr. F. H. Mewburn, Dr. C. N. Cobbert, Dr. L. E. W. Irving, and Mr. R. B. Owens.

The Public Health Act of 1907 was repealed in 1910, and a new Act passed. The new Act gave the Provincial Board power to draft regulations covering the activities of the Public Health Branch. From 1905 to 1918, Public Health was a branch of the Department of Agriculture; from January, 1918, to August, 1918, a branch of the Department of the Provincial Secretary; and from 1918 to 1919, a branch of the Department of Municipal Affairs.

During the 1919 session of the Legislature, **The Department of Public Health Act** was passed, by which the Department of Public Health was created and was given authority and responsibility for administering all the Statutes of the Government relating to health.

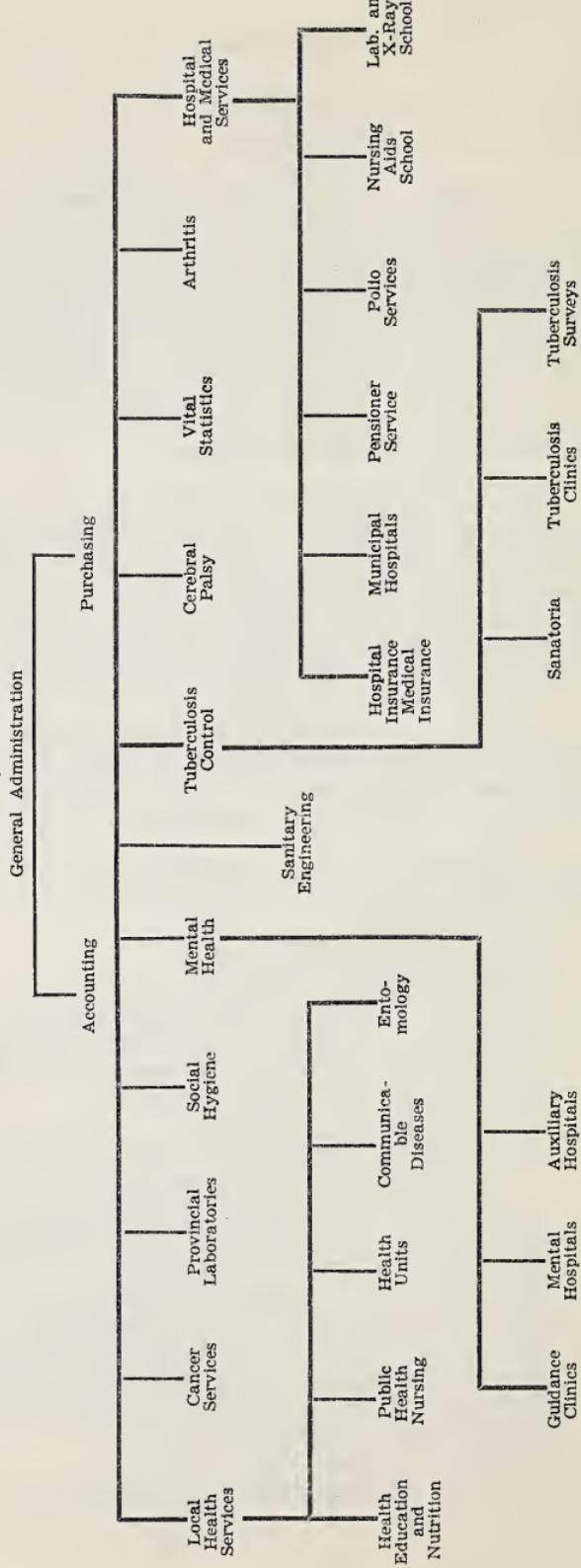
The officials of the Department of Public Health in January, 1957, were as follows:

Minister of Health;  
Deputy Minister of Health;  
Director, Division of Local Health Services;  
Director of Hospital and Medical Services;  
Director of the Division of Social Hygiene;  
Director, Mental Health Division;  
Director, Cancer Services;  
Provincial Sanitary Engineer and Director of the  
Division of Sanitary Engineering;  
Director, Public Health Nursing Division;  
Director of the Division of Tuberculosis Control;  
Director, Division of Entomology;  
Provincial Bacteriologist and Director of Provincial Laboratory;  
Director, Division of Health Education;  
Chairman, Eugenics Board for the Province of Alberta;  
Deputy Registrar General, Bureau of Vital Statistics;  
Secretary of the Department of Public Health;  
Public Health Nutritionist;  
Director, Cerebral Palsy Clinic;  
Director, Rheumatoid and Arthritis Clinic.

# MINISTER OF HEALTH

Provincial Board of Health ————— Deputy Minister of Health

Divisional Organization  
Chart of the Alberta  
Department of Public Health



## **Our Provincial Department of Public Health in Action**

The health of a nation is a primary consideration in the welfare of the people. The attainment of the highest standard of national health is a dominant national objective. In accordance with these aims our Provincial Department of Public Health strives to maintain and develop a high standard of physical fitness and health in Alberta.

### **Vital Statistics**

Vital Statistics, sometimes referred to as the bookkeeping of public health, form the basis of all intelligent public health work. It was not until about two and a half centuries ago, when vital statistics were first collected and tabulated on a national scale, particularly in Great Britain and Sweden, that any real progress was made in arresting the devastating onslaught of disease. The statistics of that period presented a picture of sickness, distress and death that awakened a consciousness of the seriousness and economic waste caused by preventable disease. Reliable vital statistics are absolutely essential as a basis of public health work.

The Registrar General for the Province is the Deputy Minister of Health and the Deputy Registrar General is the Director of the Division of Vital Statistics. In every District there is a local Registrar, who is usually the Postmaster, with whom all births, marriages and deaths occurring within his District must be registered. **The Vital Statistics Act** requires that the registration of births shall be made within one month; marriages within three days; and deaths within twenty-four hours and before the burial takes place.

The Division of Vital Statistics collects, arranges and tabulates all statistics of births, marriages, divorces and deaths occurring within the Province and publishes them in an annual report.

### **Division of Hospital and Medical Services**

This Division administers the following acts: **Hospitals Act**, **Maternity Hospitalization Act**, **Private Hospitals Act**, **Hospitalization and Treatment Services Act**, **Municipal Hospitals Act**, and **Nursing Aides Act**. Under the authority of these acts the duties of the Division include payment of hospital and hospitalization grants to one hundred approved hospitals in the Province, administration and payment of the Municipality Hospitalization Grant, supervision of pensioners' hospital and medical services, compilation of hospital statistics and the preparation of construction grant projects for the approval of the Minister of Health and the Dominion Government.

The Director of the Division is also the Medical Inspector of Hospitals in Alberta and officials are always available in an advisory capacity.

The first Municipal hospital was opened at Mannville in 1919.

There are now seventy-two hospital districts in the Province. They are operated under the provisions of the Municipal Hospitals Act, first passed in 1917 and amended and revised in 1929 and 1942, which provides for a system of municipal hospitalization. These municipal hospitals are supported by a tax on all property situated within the hospital districts, and in most hospitals by the payment of a rate of \$1.00 to \$2.00 per day for each patient admitted depending on the service available. As approved hospitals they also receive a Government grant.

The organization and supervision of municipal hospitals comes under the direction of the Supervisor of Municipal Hospitals of the Department of Public Health, but each municipal hospital is administered by its own local board.

For those in the hospital areas who are not ratepayers provision is made whereby they may obtain the benefits of the scheme by the payment of a certain annual sum, which varies from \$10.00 to \$15.00 in different districts.

Free maternity hospitalization is now provided for all women who have resided in the Province for twelve months out of the twenty-four months immediately preceding their admission to hospital. The hospital treatment includes twelve days public ward maternity service in an approved hospital and is available for all women, rich or poor, with the necessary residential qualifications.

Free hospitalization is provided for Old Age Pensioners, Blind Pensioners and recipients of Mothers' Allowance, Widows' Allowance and the dependents of these groups are provided free with complete medical care, complete hospitalization for any condition that is in need of active treatment, complete dental care, with three minor exceptions, and with free glasses when considered necessary.

Hospital and surgical services are provided free of charge for all victims of poliomyelitis except that the patient pays \$2.00 per day for the first 14 days of hospital service and is responsible for medical services during that 14-day period. Assistance may also be extended to those suffering the after-effects of poliomyelitis to enable them to continue academic and vocational training so that, insofar as they are physically able, they will be able to lead useful, normal lives.

A hospital insurance program has developed in the past few years. If the municipality enters into an agreement with the local hospital to provide standard ward service at rates not exceeding \$2.00 per day including extras, the Province will re-imburse the municipality for 60% of its costs. Thus, the patient pays up to \$2.00 per day and the Province pays 60% of the balance. In addition the Province pays a per diem grant direct to the hospital of \$1.00 per patient day.

### **Municipal Nurses**

The Public Health Nursing Division has a staff of some 29 nurses

working in rural areas far removed from medical and hospital care. A 5-room modern cottage (3 rooms for the nurse's private accommodation, 1 office, 1 waiting room) with fuel, light and water is supplied by the community served. Office equipment, household furnishings, and a small dispensary are supplied by the Department of Public Health.

These highly qualified nurses carry out a minor treatment, first aid, and an obstetrics program which stresses prenatal and postnatal care as well as a generalized public health program including infant and pre-school care, school health inspection and immunization.

Regular office hours are conducted, but emergencies are attended to at any hour of the day or night. A wide range of public service radiates to the community from the nurse's cottage.

### **Communicable Diseases**

The purpose of this division is to record the incidence of communicable diseases within the province based on the reports submitted by local health authorities and to advise them on the most effective methods in the prevention and control of communicable disease, and to provide a consulting service to physicians in cases of infectious disease. In unorganized areas the division will deal directly with the prevention and control of communicable disease.

All vaccines and sera used for the purposes of immunization and for the treatment of communicably diseased cases is supplied free by the Department of Public Health through this division. In the 1955-56 fiscal year this amounted to \$271,941.00.

### **Division of Entomology**

In May, 1944, a Division of Entomology was established in the Provincial Department of Public Health for the control of insect-borne diseases. It was made responsible for spotted fever, plague, and for tularaemia and encephalomyelitis surveys. It was also given the responsibility of advising on the control of insect pests generally. This new division is the first of its kind in Canada. The control of insect-borne diseases in Alberta actually started in 1938 when investigation into the occurrence of spotted fever, plague and tularaemia were undertaken. Since that time it has been shown that all these diseases are well-established here. Spotted fever infection, which is transmitted to man through the bite of infected rocky mountain spotted fever ticks, is prevalent in Southern Alberta, particularly in the southeast portion.

### **Social Hygiene**

By the operation of clinics and by means of popular and scientific lectures, this division seeks to cure and control venereal diseases. Social health, by the observance of the rules and ideals of health and good citizenship, must be the aim of each one of us.

## **Tuberculosis**

Under the Tuberculosis Division in Alberta, free diagnostic and treatment services are provided by the Provincial Government for all cases of tuberculosis and free clinics are provided at most of the larger centers in the province where patients, at the request of the family doctor, are examined.

Sanatorium beds are maintained at the Baker Memorial Sanatorium near Calgary, and in the Aberhart Memorial Sanatorium at Edmonton.

An X-ray unit is also operated by this division which enables an X-ray survey of a much larger number of people than before in diagnostic work.

## **Cancer Diagnostic Clinics**

**The Cancer Treatment and Prevention Act** was put into effect in 1941 to combat a disease which ranks second in the list of causes of deaths.

Three diagnostic clinics, in Calgary, Edmonton and Lethbridge, have been established, to which patients may be referred by their family physician.

Patients referred to hospital by a written order from the Clinic, for diagnostic purposes, will have their hospital maintenance paid by the Clinic during this short diagnostic procedure only. As soon as the diagnosis is complete and patients begin to receive treatment, they must make provision for their own hospitalization, although the service covers free radium and X-ray treatment and surgical treatment.

## **Cerebral Palsy Clinic**

The Alberta government in the summer of 1950 began operation of the first clinic in the province for the diagnosis and treatment of cerebral palsy. Various service clubs assist in the program by supplying some transportation. They also provide boarding house accommodation for out of town patients.

Appointments are not necessarily booked from a professional referral. Parents and guardians of children can make their own appointments. Diagnostic clinics are held on alternate Wednesdays, with the following alternate Wednesdays being used as a follow-up clinic to check the progress of children. Saturday mornings are used for a splint clinic for the application of plaster of paris splints, and for check-ups on the progress of children undergoing drug therapy, which is at all times under the supervision of a doctor.

Treatment is carried on daily in the Clinic, but many children are cared for at home, the department supplying the necessary splints and light equipment. The clinic insures that the person in charge of the patient has been properly instructed in technique of

cerebral palsy care. Daily transportation from the Edmonton domicile to the Clinic is provided free.

### **Rheumatoid Arthritis Clinic**

Appointments for patients up to 25 years of age to the rheumatoid arthritis clinic should be made by the physician, and investigation and diagnosis is then provided free of charge by the clinic. On recommendation of the director of the clinic, treatment may be provided without charge either at the clinic or in hospital. Free hospitalization may be provided for a period up to 90 days if, in the opinion of the director, such hospitalization is required for the proper investigation and treatment of the case.

Clinics are held at the Holy Cross Hospital in Calgary, and in the Provincial Building in Edmonton, on Thursday mornings from 9:00 a.m. to 12:00 noon.

### **Mental Health**

The Division of Mental Health is a branch of the Department of Public Health which operates a Provincial Mental Hospital at Ponoka, the Provincial Mental Institute, Edmonton, the Provincial Auxiliary Hospitals at Claresholm and Raymond, as well as the Provincial Training School at Red Deer and Rosehaven at Camrose, a home for aged persons transferred from a mental hospital, and the Provincial Guidance clinics.

Mental Hospitals provide up-to-date scientific medical and nursing care for the mentally ill.

Provincial Guidance Clinics operate from Edmonton and Calgary to towns throughout the province. The Clinics offer assistance in the management of emotional and behavioral problems in children and adults in the communities visited.

Enquires should be sent to Dr. R. R. MacLean, Director, Division of Mental Health, Ponoka, Alberta.

### **Eugenics Board**

The Eugenics Board of the Department of Public Health controls the working of a special Act whereby sterilization of carefully selected individuals attempts to reduce the hereditary transmission of mental defects and other mental abnormalities.

### **Provincial Laboratories**

Public health laboratory services are now available through two modern, well equipped laboratories. The main laboratory is located in a building recently constructed immediately west of the University Hospital in Edmonton. The southern branch is housed in a modern building located on the grounds of the Central Alberta Sanatorium. The Southern Branch Laboratory, opened in the fall of 1949, provides modern public health laboratory service to the southern part of the province.

The Provincial Laboratories are directed by the Provincial Bacteriologist. The services of the laboratories are available to all doctors, hospitals and Boards of Health in the province. The work performed comprises numerous types of bacteriological, pathological, serological and clinical examinations, relating to the detection and control of disease. Medical students receive instruction in laboratory diagnostic methods in these laboratories. Sera and vaccines used in immunization are also distributed from our provincial laboratories.

### **Sanitary Engineering**

Sanitary Engineering is one of the major forces in the battle against disease. The Provincial Sanitary Engineer examines all waterworks schemes, sewerage schemes, sewage disposal plants and all proposed hospital sites within the Province. Particular attention is given to the inspection of water supplies. Encouragement is given to, and pressure exercised upon local Boards of Health to comply with Provincial Regulations in matters of health, particularly in regard to food supplies and the disposal of wastes. Inspections are made of plumbing installations in all homes and places of business except where this is done under the local authority.

### **Nutrition Division**

This division is a comparative newcomer to the Department of Public Health. The importance of good nutrition has grown increasingly during the last few years and in February, 1947, the Nutrition Division was formed to keep pace with these developments.

The main purpose of the division is the education of as many Albertans as possible in the establishment and maintenance of good food habits with resulting benefits in improved health and efficiency.

To accomplish this, nutrition information is kept up-to-date and contacts maintained with many groups of people. The Division works in co-operation with the Department of National Health and Welfare, Ottawa, and supplies of pamphlets, posters, exhibits, films and filmstrips pertinent to nutrition are available.

Personal contact is made with the Public Health Nurses and Public Health Units whenever possible and schools are visited at intervals. Talks on general nutrition and films for different age level groups of school children are given and school lunch programs inaugurated.

Another phase of the work includes nutrition articles for professional magazines and broadcasts to the general public.

### **Division of Health Education**

Even in the most favorable environment good health does not "just happen". It requires the active and informed co-operation of all people in the community. The Department of Public Health, through Health Education Services, endeavors to provide the people of Alberta with the necessary information and build in the younger generation attitude and habits that lead to health.

The Division carries health education directly to the people of the province through health talks and lectures, literature, films, radio and television programs and health exhibits.

Health Education co-operates with the Department of Education as consultant in the preparation of health curricula for Alberta school children, besides providing health education materials and films for use in the Health and Personal Development courses of the schools. Liaison is maintained between Health Education Services and teachers of the province through visits to schools, attendance at teachers' conventions and meetings arranged through school superintendents. These contacts provide the teachers with orientation towards new developments in health education.

A program assistance service is maintained for organizations such as Home and School Associations, Women's Institutes, parent study groups, church groups, first aid classes and youth groups. Films and literature are provided and an information service provides help for speakers on topics relating to public health or preventive medicine.

The Division maintains an extensive library of resource material for teachers, speakers and public health workers on health subjects.

The Service works in close co-operation with local public health personnel across the province, provides in-service training to health unit staffs in health education methods and workshops on film utilization.

The Health Education Service operates a film library with more than 400 titles and 140 filmstrip titles for use of responsible organizations in the province. A number of these films and filmstrips were prepared in the province and deal with public health organization and services in Alberta. Booklets and pamphlets on public health services, communicable diseases, sanitation and personal health are prepared and published. A wide range of health literature from other sources is also distributed.

### **Nursing Aides**

The School for Nursing Aides, which opened in Calgary in 1946, was originally a project to train ex-servicewomen for nursing aide duties. In March of 1947, as a means of helping to overcome the critical shortage of trained personnel in the nursing services, "The Act to Provide for the Licensing of Nursing Aides" was passed by the provincial legislature. Under the Act, a course of training approved by the advisory council was offered to girls and women, which enabled them to serve in Alberta hospitals. The cost of this training program is shared by the federal and provincial governments. The school is operated by the Canadian Vocational Training, but the closest liaison is maintained with the Department of Public Health.

Under the operation of this Act the entrance requirements are: minimum education, grade 9 or its equivalent; minimum age 17½ years; and a recent health certificate from a doctor (at the trainee's expense), which shows that she will be able to stand the work. Once accepted, she is allowed a small stipend while in training which covers her fundamental costs.

She is trained to assist in the bedside nursing of patients in hospitals, mental institutions, sanatoria and in private homes. Nursing Aides have been very well received in the hospitals, and there is a continual demand for them that promises a worthwhile career for girls interested in this type of service.

### **Health Units**

The staff of each Unit consists of a medical doctor, public health nurses, a sanitary inspector, and a secretary-technician.

The District Health Officer directs the work of the Unit and his special duties are:

1. Health Education, especially in the matter of disease prevention, nutrition and baby care.
2. The control of all outbreaks of communicable diseases.
3. Immunization work against smallpox, diphtheria, whooping cough and typhoid fever, poliomyelitis, etc.
4. Baby clinics where the Medical Officer can be consulted on all problems of general infant hygiene.
5. School Hygiene—medical examinations of all school children.
6. Life Extension—counsel for those who have reached middle or old age.
7. The Medical Officer meets municipal councils when required to discuss the health problems of the municipality.

The nurses assist the doctor in health education work, lectures, demonstrations, mothers' conferences, prenatal work, child welfare, health examinations, inoculating programs, and home-visiting. They also supervise the organization of Home Nursing Classes and Junior Health Leagues.

### **The Sanitary Inspector**

1. The supervision of general sanitation.
2. The inspection of hotels, restaurants, slaughterhouses, dairies, tourist camps, water and milk supplies, food handling institutions and nuisances.
3. Advice regarding the installation of water supply and sewage disposal systems.

The Secretary-Technician does the office and laboratory work and distributes vaccines and sera.

### **Boards of Health**

The *Public Health Act* provides for local Boards of Health. Each city, town, village, and municipal district has a local Board which is responsible for carrying out the provisions of the Act within its boundaries. In towns and cities the local Board of Health consists of the mayor, medical officer of health, the municipal engineer (if

any) and three ratepayers. In villages and municipal districts the local Board of Health is composed of members of the council, the medical officer of health (if any) and the sanitary inspector (if any). Because of certain difficulties which arise in small communities, their boards frequently have combined their responsibilities to form a Health Unit. It is through these and other local organizations that the Department of Public Health serves the people of the Province.

# **SELECTED LIST OF PAMPHLETS OBTAINABLE FROM THE PROVINCIAL DEPARTMENT OF PUBLIC HEALTH**

## **Public Health Organization**

Alberta's Health Services Program  
Your Health Unit  
Municipal Nursing  
Safe To Take  
The Truth About Food and  
Drug Labels  
Opportunities for Registered  
Nurses in the Mental Health Field  
Opportunities for Social Workers  
in the Mental Hospital Field  
Assistant To The Nurse  
\*Pure Food Safe Drugs

## **Sanitation**

Rural Waters  
Safe Milk  
Disposal of Community Wastes  
Protection of the Community's  
Food Supply  
Protecting the Community Milk  
Supply  
Clean Eating Places  
Domestic Sewage Disposal

## **Other Diseases**

Youth Looks at Cancer  
Cancer (A Manual for High School  
Teachers)  
\*Ear Trouble  
Arthritis  
Appendicitis  
Diabetes  
Your Heart

## **Child and Maternal Welfare**

What Teachers See  
Protect Your Baby by Immunization  
Ten Points to Remember before  
and after Baby Comes  
Preparing for Parenthood

## **Dental Health**

For Smiles That Last  
A Dental Health  
For Good Teeth  
\*Good Habits For Good Teeth  
Ten Little People and Their Teeth  
Dating the Dentist  
Crooked Teeth Crooked Faces  
Teenagers Toothtest

## **Mental Health**

Emotions and Physical Health  
Mental Health  
Mental Retardation  
Mental Health Clinics—Why?  
Mental Health Clinics  
Understanding Your Teenager  
Understanding Your Young Child  
Alcoholic

## **Safety and First Aid**

Home Safe Home  
A Formula For Child Safety  
How's Your Driving?  
Safety Begins At Home  
New Way To Save A Life  
Emergency First Aid

## **Eye Care**

Eye Care  
Into The Shadows—Blindness

## **Menstruation**

Very Personally Yours  
You're A Young Lady Now

## **Miscellaneous**

Children's Health Chart  
Ways To Keep Well and Happy  
Sickness At Your House?  
About Us and Our Friends  
Health Through The Ages  
Cerebral Palsy  
Epilepsy  
Feeling Tiptop?  
Your Future and You  
Good Health For Canada's Indians

## **Communicable Diseases**

What You Need To Know  
About T.B.  
Should Tuberculosis Worry You?  
Grist For The Teacher's Mill  
Respiratory Diseases  
Learn the Facts  
Common Childhood Diseases  
Mumps

## **Disinfection**

Whooping Cough (Prevention and  
Treatment)

Diseases Communicated—  
Intestinal Discharge

Measles  
Scarlet Fever  
Chicken Pox  
It's A Cold, Cold World  
Rheumatic Fever in Children  
Undulant Fever  
Tularaemia  
Venereal Disease (What You  
Should Know)

## **Child Training Pamphlets**

Stuttering  
Obedience  
The Only Child  
Destructiveness  
Feeding Habits  
Fear  
Baby Talk  
Discipline

**Child Training Pamphlets**

Lying and Stealing  
Thumb Sucking  
Preparing Your Child for Hospital  
Temper  
Bed-Wetting  
Shyness  
Nervous Habits  
Eye Trouble  
Sex  
Jealousy  
Preparing Your Child for School  
Sleeping Habits  
Parent Education

**Nutrition**

Canada's Food Rules  
Food For the Family

Healthful Eating  
Meal Planning For Health  
(Wall Chart)  
Metropolitan Cookbook  
Overweight and Underweight  
Lunch Box Briefs  
Make Every Day Vitamin D Day  
A Guide to Better Nutrition  
An Aeroplane Breakfast Pattern  
Classroom Activities in Nutrition  
Your Future and You  
The Noon Meal  
Food for the Family  
Facts About Food  
What Is Your Weight?  
Hidden Calories That Tip  
the Scales  
How to Plan Meals for  
Your Family

## **THE DEPARTMENT OF HIGHWAYS**

The making and maintenance of roads in Alberta, where there are such vast distances to cover and where the climatic extremes of winter and summer present many problems, is an expensive and difficult job. Operators of bus services, trucks, school vans and cars want better road surfaces; farmers and others who live in the country want more roads. All these are legitimate and justifiable requests, because our economic life depends largely on the maintenance of efficient means of transportation.

The construction and maintenance of main and secondary highways and the licensing and regulation of motor vehicles in Alberta are the responsibility of the Department of Highways.

The following officials are responsible for the work of this Department:

Minister of Highways

Deputy Minister of Highways

Registrar, Motor Vehicle Branch and Chairman,  
Highway Traffic Board

Director, Surveys Branch

Chief Locations Engineer

Chief Maintenance Engineer

Chief Construction Engineer

Chief Bridge Engineer

### **Surveys Branch**

This branch administers The Alberta Surveys Act and The Surveys and Expropriation Act. It carries out surveys of land required for main highways and certain other roads and of lands required by the Department of Public Works. It arranges for compensation for lands purchased from farmers or other owners and for damage to private property arising from highway construction. It prepares and preserves accurate maps and plans of roads, townships, and townsites and examines for approval all road plans, subdivision plans and right-of-way plans made in the province. This office also issues permits for various kinds of right-of-way other than roads: oil and gas pipe lines, power transmission lines, water pipe lines and sewer lines.

### **Locations Branch**

This branch is also concerned with surveys. It employs engineers who establish in advance the exact route a highway shall follow, before construction is begun.

### **Construction Branch**

This branch is responsible for the actual building of main and secondary highways. These roads included, in October, 1956, 97 miles of graded highway (earth), 3,127 miles of gravelled highway, and 2,271 miles of asphalt highway. New highway construction has

increased rapidly during the past few years, and the staff of this branch now (1956) includes 54 construction engineers.

### Maintenance Branch

This branch is responsible for the upkeep and repair of main and secondary highways, the construction and maintenance of district highways and other roads in improvement districts, supervision of the construction of roads in counties and municipal districts where assistance is given in the form of provincial grants, and the construction and maintenance of ferries. Maintenance duties on main highways include: repairs to the surface of the highway, and to bridges and culverts; regravelling; center line striping; marking railway crossings with warning signs; making and setting up highway directional and town directional signs; traffic census; and snow removal. In the fiscal year ending March, 1956, 3,742 highway traffic signs were erected in Alberta. In that year, Alberta had 36,329 miles of improved roads in Improvement Districts and 48,838 miles of improved roads in counties and municipal districts. The former are a direct responsibility of the provincial government; the latter are constructed with the assistance of provincial grants which now amount to 75% of the cost. Forty-eight ferries are now in operation in the province with 84 ferry men.

### Bridge Branch

This branch employs an engineering staff of fourteen and about 360 other persons who are responsible for the building and maintenance of bridges in the province. There are now approximately 9,500 Provincial bridge structures in Alberta. About 1,200 new bridges have been constructed in new locations since the end of World War II, and during the same period approximately 3,000 old bridges have been replaced or rebuilt.

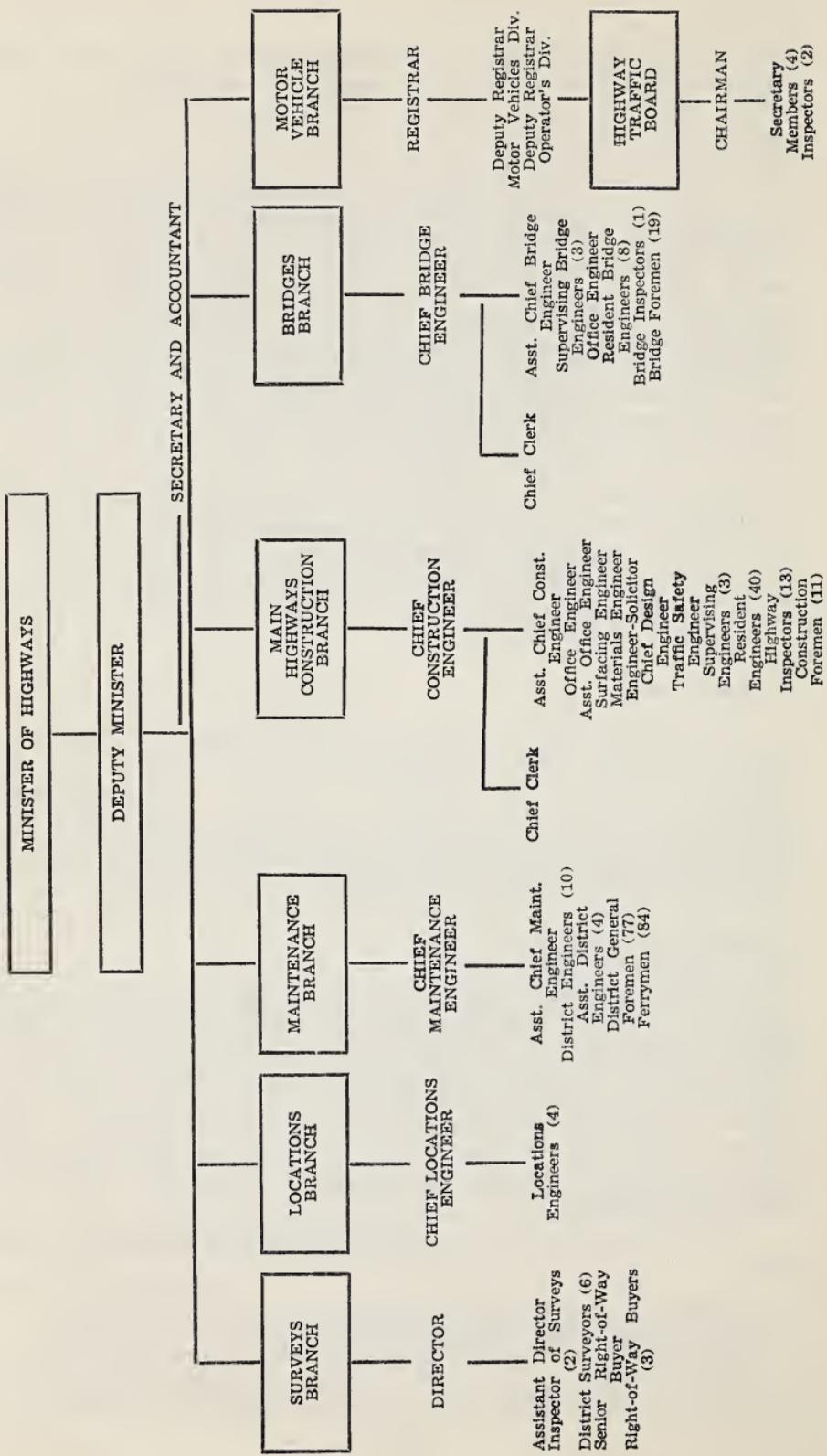
### Motor Vehicle Branch

This branch of the department is charged with the administration of **The Vehicles and Highway Traffic Act**, **The Motor Vehicle Accident Indemnity Act**, **The Public Service Vehicles Act** and certain sections of other Acts affecting the sale of motor vehicles. It deals with the licensing and registration of all types of motor vehicles, and with the registration of all drivers and chauffeurs. The **Highway Traffic Board** administers **The Public Service Vehicles Act** and issues regulations governing the operation of public service and commercial vehicles.

Total registrations for the year ending March 31, 1956, were as follows:

Passenger Cars and Motor Cycles	236,932
Public Service and Commercial Vehicles	121,631
Drivers	392,523
Chauffeurs	57,670

## ORGANIZATION CHART OF THE DEPARTMENT OF HIGHWAYS



## **DEPARTMENT OF INDUSTRIES AND LABOUR**

It is the responsibility of the Department of Industries and Labour to obtain statistical information from all sections of Alberta business and industry, to encourage the development of our natural resources and to promote the continued improvement of conditions in all trades in the Province. The Department is also responsible for the administration of labour legislation. In addition to the various branches of his Department, the Minister of Industries and Labour is assisted by a number of advisory and administrative boards.

### **Licensing and Code Administration**

A number of trades and businesses are licensed with a view to maintaining ethical business practices, regulating special sales and eliminating misrepresentation of cost and sale prices. With the same objectives in view, Codes have been formulated for the following trades: Retail and wholesale trades; automotive industry; commercial printing industry; photo finishing industry; cleaning and dyeing industry and the barber shop trade.

### **Board of Industrial Relations**

The Board of Industrial Relations administers **The Alberta Labour Act**, which applies to all employees and employers except persons who are farm labourers or domestic servants in private homes. Under the provisions of this Act, the Board has jurisdiction over minimum wage payments, and other conditions of work affecting the welfare of the workers of the province.

The Act also contains provisions for industries to establish their own hours of work, minimum wages, holidays with pay, and working conditions by mutual agreement of employees and employers within the industry. However, the conditions thus mutually agreed upon cannot be less favorable than those set out in the Act.

The Act also grants to labor full collective bargaining rights and provides the procedure for the settlement of disputes through negotiation, conciliation and arbitration.

The Board also administers **The Industrial Wages Security Act**, which applies to the lumbering and coal mining industries. In these industries an employer must deposit with the Minister sufficient security to cover his highest monthly payroll in the year. In this manner an employee is guaranteed one month's wages in the event that his employer finds himself unable to meet his payroll.

### **Factories Branch**

The Factory Act is designed to protect the safety and health of people working in factories, shops, oil fields, grain elevators and passenger and freight elevators, as well as the public. Provisions are detailed in the Act with respect to the prevention of accidents,

the reporting of accidents when they occur, the guarding of machinery, the use of poisons in manufacturing, fire prevention standards, the inspection of elevators and hoists and inspection of oil well equipment.

### **Apprenticeship Board**

The Apprenticeship Act provides for the training of apprentices in designated trades, while The Tradesmen's Qualification Act protects the public by prohibiting anyone from engaging in the trade who is not qualified and who is not the holder of a Certificate of Proficiency. It serves also to protect men engaged in the trade from unfair competition by unqualified men. The trades designated under both Acts cover electricians, plumbers, steamfitters, gas fitters, radio technicians, motor mechanics, refrigeration mechanics, barbers, beauticians, auto body workers.

Trades designated only under The Apprenticeship Act cover bricklayers, carpenters, painters, plasterers, sheet metal workers, welders, and millwrights.

### **Welding Branch**

This branch conducts examinations for welders and awards certificates of proficiency to those who are qualified. In addition, an effort is made to regulate the sale and use of safe welding equipment.

### **The Trade Schools Regulation Act**

Before trade schools may be licensed to sell courses of instruction their lesson plans and fees, etc., must be examined and approved by the **Trade Schools Advisory Board**, and a surety bond must be lodged with the Department to insure that a school will meet its obligations to its students. Provision is made for the refunding of unused tuition where courses of instruction are cancelled.

### **Provincial Marketing Board**

The Provincial Marketing Board is constituted under the provisions of The Alberta Marketing Act for the marketing of natural products and other commodities.

The activities of the Board are divided into the following divisions:

First, promotional activities which include assisting manufacturers to locate raw materials and to obtain technical assistance.

Secondly, Marketing Services Limited, a crown corporation set up principally to assist manufacturers in the purchase of raw materials in bulk where such buying will assist in the establishment of an Alberta industry.

\* The Board also acts as agent for the government in disposal of surplus materials, such as automobiles and other equipment.

## **Co-operative Activities and Credit Union Branch**

This branch administers several acts among which are the following:

The Credit Union Act

The Rural Electrification Revolving Fund Act

The Rural Electrification Long Term Financing Act.

Under the first act interested groups are aided in studying and organizing Credit Unions which are organized along Banking lines and whose purpose is to provide the members with a convenient source of credit.

Rural Electrification is increasing throughout the rural areas. Groups of farmers in a district may organize themselves into an association and with a moderate down-payment, of at least \$100.00 each, finance construction with government assistance. Farmers may have up to twenty-five years in which to pay for their power installations, with which they can modernize and mechanize their farms.

Other Co-operatives are also organized throughout the province and are supervised under the authority of The Co-operative Associations Act.

### **Alberta Power Commission**

The Alberta Power Commission was established in 1944 to inquire into the question of farm electrification. The Commission is continually investigating potential power sites in many parts of the Province. One of its functions is to examine and approve all electrical distribution plans, whether for farm or main transmission lines, before construction may begin.

### **Bureau of Statistics**

The function of the Bureau is to find accurate statistical information for the use of the Provincial Government and others. The collection and compilation of statistics is of value not only to the various departments of government but also to the public who find the facilities of the Bureau an important source of information.

### **Electrical Protection Branch**

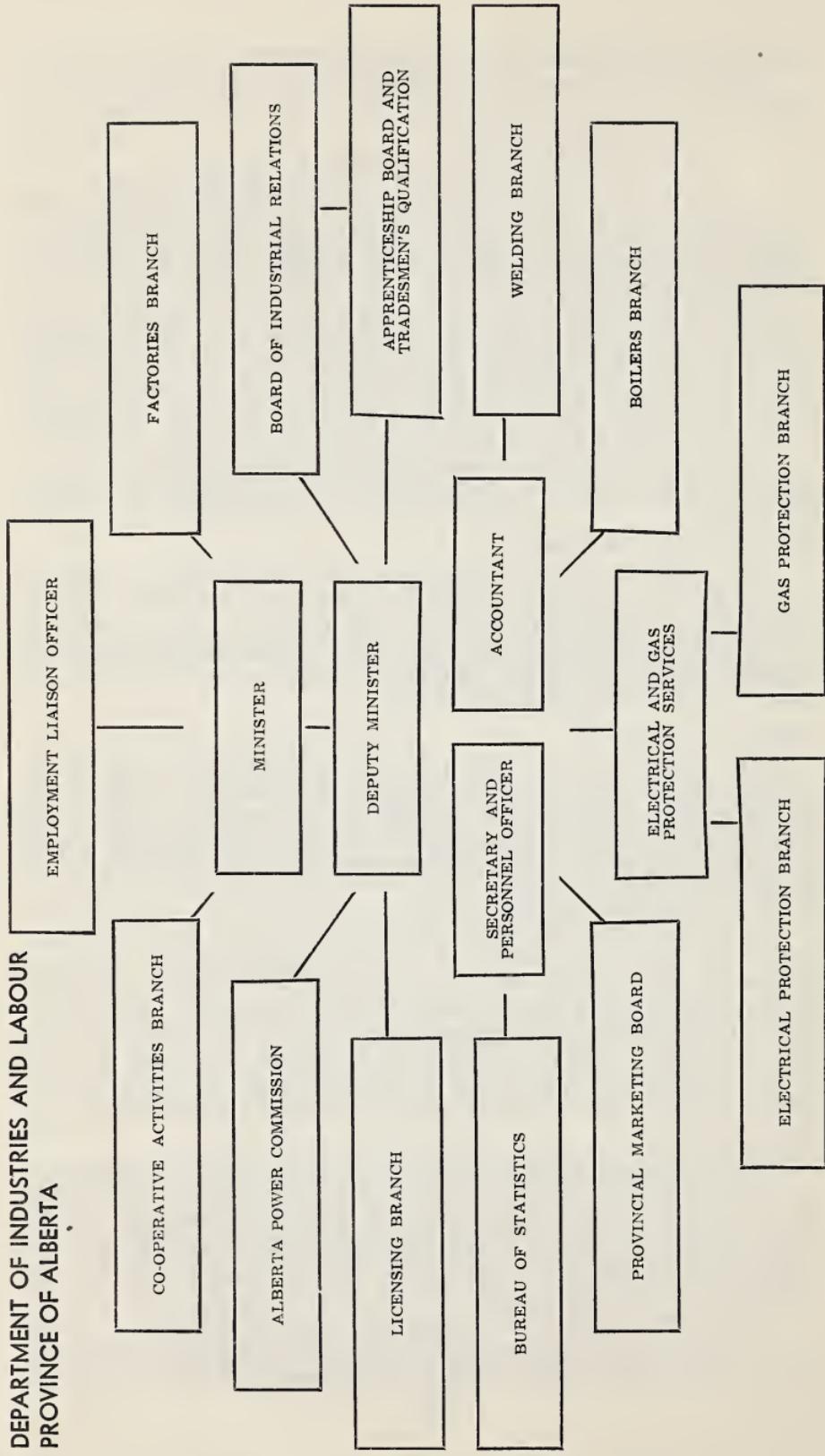
The purpose of **The Electrical Protection Act** is to establish essential safety requirements and minimum standards for the prevention of fire hazards and injury to persons or property. Regulations under the Act govern the acceptance, installation and maintenance of materials and equipment required for the production and use of electrical energy for light, heat and power. Provision is made for the testing and approval of materials and equipment by recognized testing laboratories or by members of the inspection staff.

### **Boilers Branch**

This Branch is charged with the administration of **The Boilers Act**, which provides for the examination and approval of the designs of all pressure vessels which are to be used in the Province, and for actual inspections of these, after they have been installed. This Act also applies to all steam plants and refrigerating plants, with a capacity of three tons or over.

The Boilers Branch also holds examinations and issues certificates establishing the qualifications of Engineers, Firemen and Welders, in order to maintain competent personnel in these occupations.

**DEPARTMENT OF INDUSTRIES AND LABOUR  
PROVINCE OF ALBERTA**



## THE DEPARTMENT OF LANDS AND FORESTS

It was in 1930, when the Dominion Government handed over to the Alberta Provincial Government the administration of the natural resources of the Province, that the Department of Lands and Mines came into being. With the development of these natural resources the volume of work for this department reached a point in 1948 where it was considered necessary by the Alberta government to create two new departments. Hence on March 31, 1949, the Department of Lands and Mines ceased to exist and on April 1, 1949, two new departments, the Department of Lands and Forests and the Department of Mines and Minerals, took its place.

The chief officials of the Department of Lands and Forests are:

The Minister of Lands and Forests  
The Deputy Minister of Lands and Forests  
Departmental Solicitor  
Director of Lands  
Director of Forestry  
Fish and Game Commissioner  
Director of Technical Division  
Administrative Accountant  
Registrar

### Lands Division

The Lands Division of this Department, through the Director of Lands, Edmonton, Office of Information at Calgary and Sub-Agency Offices at other points throughout the Province, disposes of public lands by long-term leases such as Homestead Leases, Cultivation Leases, Grazing Leases, issues annual permits and conducts land sales.

The granting of homesteads was discontinued in 1939 and in its place Homestead Lease regulations have been established. The Government of Alberta took this step to protect settlers and to assist them in establishing themselves on the land, for under the old Homestead regulations many settlers became burdened with taxes and eventually lost their homesteads. The terms of the Homestead Lease are favorable to the lessee and assist him to become established on agricultural land without incurring debts. When the lessee has performed his duties as a homesteader for five years he may purchase the land for a nominal sum or if he performs the duties for ten years he is granted title free of charge. The homesteader's duties include residence on or near the land leased and the preparing of a certain acreage for crop each year.

Before public lands are leased they are classified to determine the best use for which they are suited. All leases require that the land be utilized in accordance with good agricultural practice.

In the southern areas of the province lands classified as unsuitable for cultivation are leased under the long term grazing lease regulations and such lands are not offered for sale.

Community grazing reserves are encouraged and over 20 are

now being operated successfully by the local farmers. Two are being operated by the department.

Approximately 3.6 million acres of land is held under grazing lease, or permit, by over 3,700 individuals.

### **Forests and Wildlife Division**

This division, under the Director of Forestry and Fish and Game Commissioner, is concerned with the administration and conservation of Alberta's forests and wildlife.

Forests and wildlife in the forested area of the Province, which amounts to 150,000 square miles, is supervised by the Forest Service. Commercial fishing on lakes within the area, however, is handled by the fisheries officers. The settled area of the Province is supervised by the Fish and Game Branch.

The forested area of the Province is divided into nine divisions with headquarters at Peace River, Grande Prairie, Slave Lake, Lac La Biche, Whitecourt, Edson, Rocky Mountain House, Calgary and Blairmore. The last three are headquarters of the three forest reserves making up the area known as the Eastern Rockies, comprising 8,355 square miles. This area is administered under an agreement signed on July 7, 1947, by the Federal and Provincial Governments. The Eastern Rockies Forest Conservation Board develops the policies in the area and the Province is responsible for the administration.

Each forest division is staffed with a Superintendent, one or two assistants, office staff, rangers, assistant rangers, lookout men and casual laborers employed for new construction and maintenance of lookout towers, roads, buildings and other works.

Persons wishing to secure timber either under a miscellaneous permit, a special timber permit, or a license timber berth should apply to their nearest divisional office.

The forest ranger staff is the backbone of the forest service and their most important duty is protection of our forests from fire. In this work they expect and must have the whole-hearted co-operation of the public living or travelling in or near the forested area.

Some fires are caused by lightning but the great majority of fires are caused by careless people. These people by their citizenship are the owners of our forest wealth. Campers become careless with campfires or the disposal of smoking materials; settlers become careless in disposing of brush from clearing operations. Permits must be obtained from the nearest forest officer and the necessary safeguards be taken before brush may be burned between April 1 and November 30th in each year.

The control of forest fires requires the construction and maintenance of a network of lookout towers on high points, roads and trails leading into the forest, radio sets, telephone lines and all types of fire-fighting equipment. Men must be trained to act as foremen to control the activities of the fire crew under the guidance of the ranger. Speed is the keynote of fire fighting.

The amount of timber cut for lumber, ties and other products has increased steadily since the transfer of the Natural Resources to the Province in 1930. At that time only 50 million feet board measure of timber was produced. In 1955 and 1956 the production had reached over 400 million feet board measure.

Three poplar plywood plants are now in operation in the Province. Most of the poplar peeler logs required for these plants are cut on Crown lands.

A pulp and paper mill at Hinton will be in production in the spring of 1957. The pulp company has been granted a pulpwood lease of three thousand square miles and an additional three thousand square miles has been set aside for fourteen years as a provisional reserve.

In 1949 a contract was awarded to Photographic Survey Corporation of Toronto for aerial photography of the whole Province for the preparation of planimetric maps. In addition, the entire forested area south of the 57th parallel outside of the east slope was to be photographed from the air for the purpose of preparing a forest inventory, together with forest cover maps. This work has now been completed. The Department continued the forest inventory north of the 57th parallel and completed it in 1956.

In a move to put all of our accessible forests on a sustained yield, preliminary cutting plans have been prepared for each ranger district. The amount of timber to be offered for sale in the future will be governed by these cutting plans so as to assure a sustained yield of our timber resources.

The whole of the forested area of the province has been allotted by registered lines or areas to the trappers of the Province. Of the 3,000 registered trappers approximately one-third are Indians. Many of the others are Metis.

Most big game hunting is confined to the forested area of the province. The forest service supervises most of this hunting along with the supervision of registered traplines and angling in the area.

Most migratory birds and upland birds are located in the settled parts of the province. The supervision of these birds, together with the supervision of antelope, deer, beaver, muskrat and other fur-bearing animals in settled areas, is controlled by fish and game officers.

The Fish and Game Branch operates a fish hatchery at Calgary, with rearing ponds at Calgary and Raven. Streams, lakes and potholes are stocked to supply angling in all parts of the Province.

A pheasant farm is operated by the Fish and Game Branch at Brooks, where approximately 5,000 pheasants are released each year in suitable areas selected by our biologists.

Commercial fishing is an important industry. Our lakes produce very fine whitefish, pickerel and other species for export to the United States and for local consumption.

## **Technical Division**

Plans of surveys are recorded, and legal metes and bounds descriptions, plans, and sketches are prepared for the disposal of our natural resources by Notifications, Leases, Permits, Licenses, etc. in accordance with the provisions of The Public Lands Act. A complete set of plans of the whole of the Province has been prepared and is kept up showing the changing dispositions of the lands from day to day so that a bird's-eye-view may be obtained of the extent of the disposal of the resources. Vast areas of the Province are still unsurveyed and from time to time new surveys are made of desirable agricultural land.

At the present time one major survey party is in operation surveying unsubdivided areas for land settlement and there is also a special survey party restoring survey monuments that have been accidentally destroyed during commercial operations.

The latest additions to the map publications are the planimetric maps upon a scale of one mile to the inch which are prepared from the aerial photographs of the Province. Approximately 750 of these maps will cover the Province and at the present time 637 have been completed. These maps are available to the public upon prepayment of the charges. A new 8-mile map of the Province compiled from aerial photographs has been published and a new 16-mile map of the Province will be available early in 1957.

Aerial photographs are available, to the public, of the entire province on the scale of 3,333' to 1 inch and of a portion of the province on a scale of 1,320' to 1 inch.

## **Provincial Parks**

The Provincial Parks were transferred to the Department of Lands and Forests by an Act respecting Provincial Parks (Chapter 64, Statutes of Alberta, 1951) and are administered by a Board consisting of a chairman and one member.

There are 32 Provincial Parks in Alberta of which 26 are considered active. The remaining 6 have not been developed due to several reasons, primarily because of their location and secondly because little interest is shown by local residents in respect to their development. In addition there are 18 areas reserved for future development as Provincial Parks varying in size from 40 to several hundred acres.

Parks established during the past few years and presently under development are: Cross Lake, Lac Cardinal, Little Bow, Pembina River, Steveville Dinosaur, Vermilion River, Wabamun Lake and Winagami Lake.

Facilities are being provided at all Parks to accommodate all types of visitors rather than restricting use of the Parks to local residents.

## **Accounting Division**

Functions of the Accounting Division are the control of all

revenues and expenditures and preparation of all reports relative thereto. This necessitates properly maintaining and recording all Accounts Receivable and Accounts Payable.

Gross revenue from all sources for the year ending March 31st, 1956 amounted to more than eight million dollars. Current and capital expenditure for the same period was slightly less than 3.7 million dollars.

### **Registration Division**

The Registration Division is responsible for recording the transactions that take place on Crown lands. These are quite varied and numerous and include homesteads, cultivation leases, ranches, timber berths and permits, pipe and transmission lines, roadways, etc. The division is responsible also for recording and registering the transfers of Crown lands from one individual to another and reserving land for special projects.

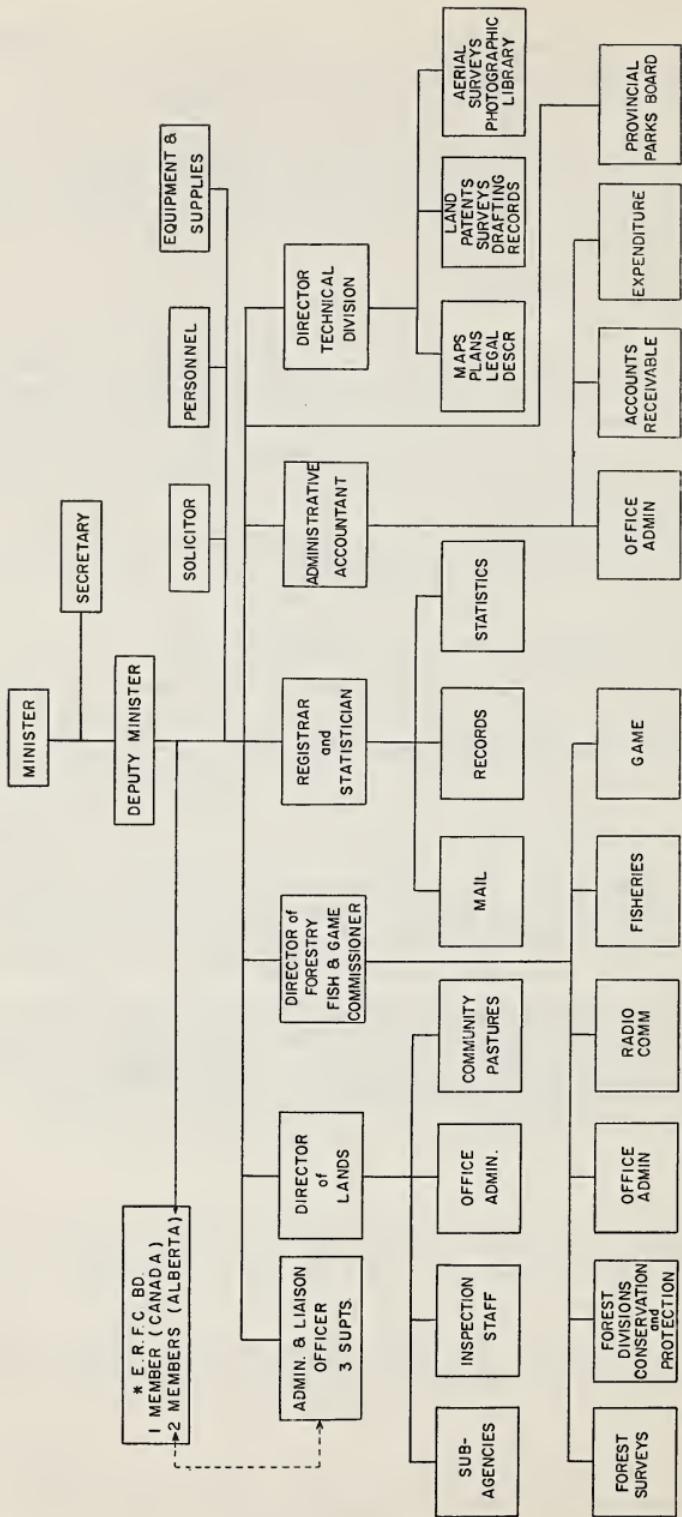
The division has in its custody approximately one-third million files relating to these transactions.

### **Eastern Rockies Forest Conservation Board**

On the 19th day of June, 1947, an agreement was made between the Province and Canada for the conservation of the forests on the East Slope of the Rocky Mountains and the protection of the watersheds of the rivers therein. This was validated and confirmed by Chapter 20 of the Statutes of Alberta, 1948. A Board known as The Eastern Rockies Forest Conservation Board was established to formulate programs for the expenditure of a sum not exceeding \$6,300,000.00 during the first six years of the Agreement for the location and construction of forest improvements, the making of a forest inventory, the reforestation of the said area, and such other works and services as it may consider necessary.

The capital expenditure has now been completed. The Board's duties are presently confined to the management of the area as to fire protection, proper management of the forest, and the maintenance, development and control of its natural resources.

# DEPARTMENT OF LANDS & FORESTS



## **THE DEPARTMENT OF MINES AND MINERALS**

This is one of the two new departments set up in 1949 to replace the Department of Lands and Mines. As its title suggests, this Department is responsible for the disposition of the right to explore and develop Crown Minerals and for the regulation of mining and drilling operations.

The chief officials of this Department are:

Minister of Mines and Minerals

Deputy Minister

Solicitor

Director of Mineral Rights

Director of Mines

Superintendent of Mineral Tax

Superintendent of Technical Division

Chief Geologist

Statistician

Administrative Accountant

Mining Recorder, Edmonton

Mining Recorder, Calgary

Chairman and Members of:

The Petroleum and Natural Gas Conservation Board

Right of Entry Arbitration Board

### **Mineral Rights Division**

The Mineral Rights Division administers **The Mines and Minerals Act**. The minerals in 133,000,000 acres of the Province are owned by the Crown. The Mineral Rights Division is responsible for the enforcement of regulations respecting the disposition of these minerals. Revenue is obtained from fees, rentals, licenses, royalties and Crown Reserve lease sales, amounting to approximately one hundred millions of dollars yearly.

### **Mines Division**

This division is responsible for the enforcement of safety and other regulations in all mines and quarries.

### **Mineral Tax Division**

This division administers **The Mineral Taxation Act**. This Act requires the payment of an acreage tax by owners of freehold minerals.

If a freehold mineral is in a producing area, then the mineral is also subject to a producing area tax upon the assessed value.

## **Technical Division**

The Technical Division is concerned with the recording of dispositions of mineral rights and with drafting and map making.

## **Petroleum and Natural Gas Conservation Board**

**The Oil and Gas Resources Conservation Act** designates this Board as the agent of the Government in the regulation of all matters pertaining to drilling, production and conservation of the oil and gas resources of the Province. **The Gas Resources Preservation Act**, which deals with the use of natural gas outside of the Province, is also administered by the Board.

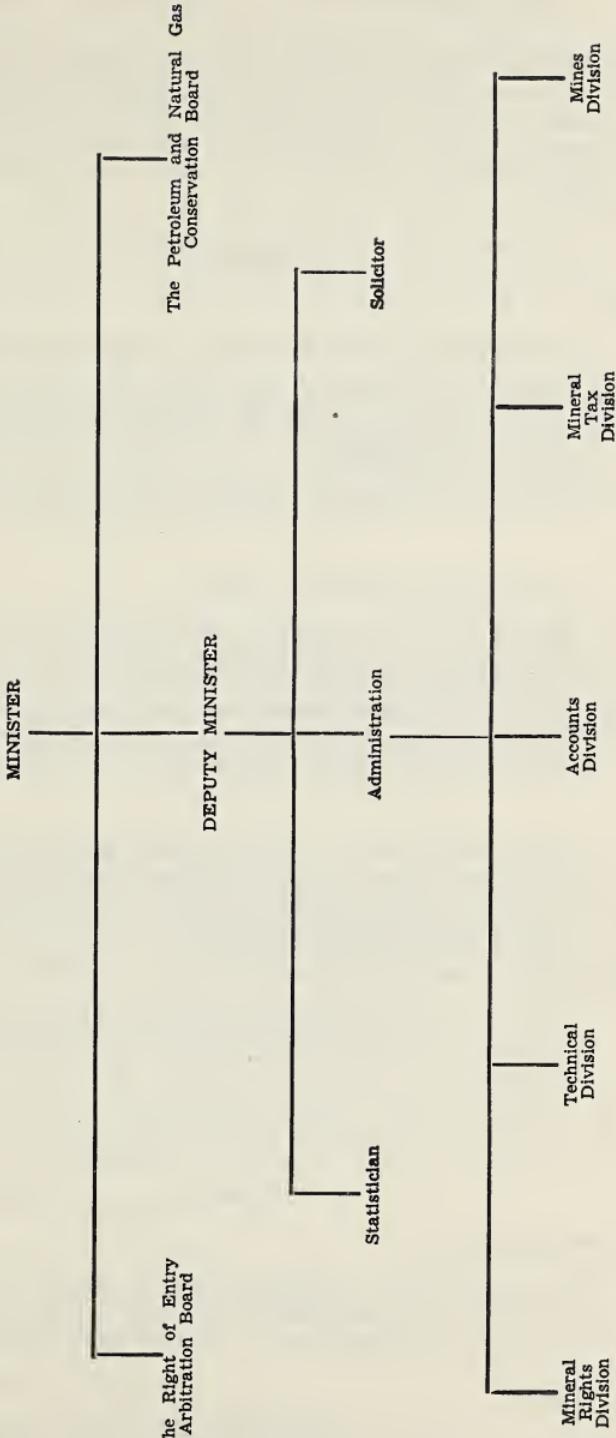
The Board consists of a Chairman and two members, and its Head Office is at 603 - 6th Avenue S.W., Calgary.

## **Right of Entry Arbitration Board**

The Board administers **The Right of Entry Arbitration Act**. If the operator of a mineral is unable to make an arrangement with the surface owner to use the portion of the surface of the land necessary for his operations the mineral operator may apply to the Board for the acquisition of such interest in the surface as his operations will require.

The Board consists of a Chairman and two members, and its office is located in the Land Titles Building, Edmonton.

ORGANIZATION CHART OF THE DEPARTMENT OF MINES AND MINERALS



## THE DEPARTMENT OF MUNICIPAL AFFAIRS

We cannot understand the work of the Department of Municipal Affairs unless we are familiar with the general organization of local government in Alberta. The following outline will acquaint us with the composition and organization of the various urban and local units, and will explain certain terms used in connection with Municipal Affairs.

### **Urban**

#### **Village**

- (1) Must have not less than fifty occupied dwellings.
- (2) Has three councillors, one elected each year for three years.
- (3) Mayor must be one of the above Councillors, chosen each year by themselves.
- (4) All other officials are appointed by the Council.

#### **Town**

- (1) Must have population of 700.
- (2) Mayor and six councillors are elected by the ratepayers.
- (3) The Mayor is elected for two years.
- (4) Two Councillors are elected each year for two years.
- (5) All other officials are appointed by Council.

#### **City**

- (1) Beginning January 1, 1952, **The City Act** governs the activities of all cities in the Province. Previously, each city was governed by an individual charter granted by a private Act of the Legislative Assembly.
- (2) Must have population in excess of 10,000.
- (3) Must have not less than six nor more than twenty aldermen, of an even number (usually 8 or 10 in practice), half of whom are elected each year for a term of two years.
- (4) The Mayor of a city is elected for two years.
- (5) All other officials are appointed by the Council.

### **Rural**

#### **Improvement District**

This comprises the outlying lands in the Province which are not in a sufficiently advanced state to warrant a local Council and are under the direct administration of the various Departments.

#### **Special Areas**

Within the Hanna, Consort and Oyen districts there are Special Areas which are under the direct control of the Department of

Municipal Affairs. These special areas are administered by a Board with headquarters in Hanna. The members of the Board live in the area concerned in order to keep in close touch with the ratepayers. The Board is directly responsible to this Department.

### **Municipal District**

These cover the more thickly populated parts of the Province. In size they average about forty townships, the general rule being that if they have less than forty townships, they will have five Councillors; if they have more than forty townships they will have seven Councillors.

There are one or two exceptions to the above rule. The Councillors are elected in such a way that each serves for three years, but there is always a majority of the Council on the continuing body. The Reeve is chosen by themselves from among the Councillors, and holds office for one year. All other officials are appointed by the Council.

### **County**

These are formed by the Lieutenant-Governor in Council, on the receipt of a request from the Council of a Municipal District or from a School Divisional Board. The boundaries of the School Division and Municipal District are made co-terminous, and an elected Council administers all school, municipal and public welfare matters.

### **The Department of Municipal Affairs**

The Department of Municipal Affairs deals chiefly with assessments and taxation, but it also gives assistance to local municipal officers in conducting the affairs of the municipality, and is generally concerned with the business management in all municipalities.

The chief officials of this Department are:

Minister of Municipal Affairs

Deputy Minister of Municipal Affairs

Director of Assessments

Chief Municipal Inspector

Supervisor of Field Service

Director, Town and Rural Planning

Administrative Accountant

Tax Recovery Officer

Supervisor of Accounting Machines

Liaison Officer

## **Assessment Branch**

An assessment is a valuation of property for the purpose of taxation. All owners must pay a direct tax on their property according to its assessed value. The Director of Assessments sets up the method and standard of assessment so that taxation is uniform throughout the Province. The Alberta Assessment Commission deals with appeals of various assessments. The Director of Assessment will undertake the assessment of any town, village or hamlet upon request, and absorb 50% of the cost in towns and villages and 25% in hamlets.

## **Municipal Inspection Branch**

The Chief Municipal Inspector and a staff of Municipal Inspectors examine annually the books and records of all towns, villages, counties and municipal districts in the Province, paying particular attention to their by-laws, budgets, methods of finance and the way they exercise their authority under the various acts. This branch also looks after any changes in status or boundary in the municipalities.

## **Field Service Branch**

This Branch assesses all land in Improvement Districts and values land for the Tax Recovery Branch, the Administrator of Estates, and the Official Guardian, and also collects a considerable amount of taxes which are remitted by the Field Men to the Accountant. Reports on applications and yearly inspection of Old Age Pensions are made by the Field Service Branch.

## **Tax Recovery Branch**

**The Tax Recovery Act** authorizes the sale of land for unpaid taxes. This Branch supervises the enforcement of this Act, and administers land acquired by the Department under the Act. **The Local Tax Arrears Consolidation Act**, which allows certain discounts on the payment of taxes, is also administered by this branch.

## **Improvement Districts Accounts Branch**

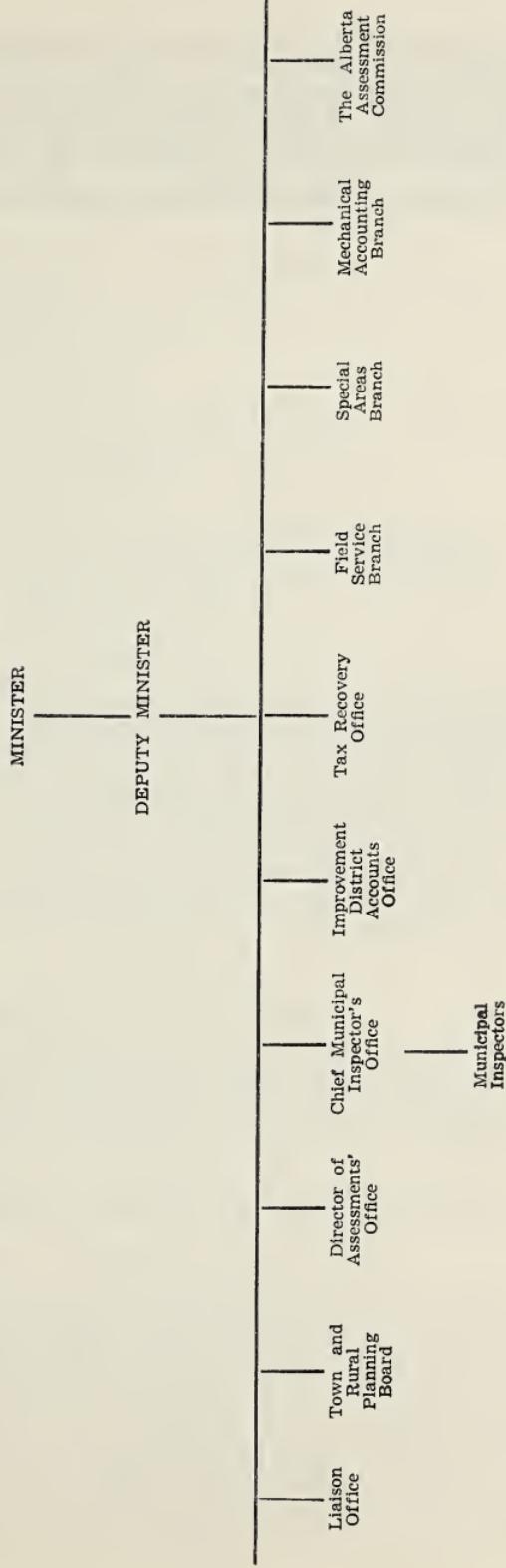
The Branch prepares estimates, compiles levies, sets up assessment and tax rolls and prepares and issues tax notices for each Improvement District and Special Area. It records all money received and makes payments on behalf of Improvement Districts and Special Areas. It also collects amounts due to the Province for agricultural advances and other government accounts.

## **Town and Rural Planning Branch**

The Town and Rural Planning Branch is the executive arm of the Provincial Planning Advisory Board, which is charged with the administration of **The Town and Rural Planning Act**.

One of the chief functions of the Branch is to provide technical assistance on town planning matters to any municipality requesting

## ORGANIZATION CHART OF THE DEPARTMENT OF MUNICIPAL AFFAIRS



the service. At no cost to itself, the municipality may obtain expert advice on subjects ranging from the design of road intersections to general plans, official schemes, and zoning by-laws for a 20-year development program. Branch members carry out any field surveys required, which often require two months or more to complete.

The Branch, in addition, examines all plans for the subdivision of land.

## **DEPARTMENT OF PROVINCIAL SECRETARY**

The Provincial Secretary is the keeper of the Seal, Registrar of the Province and the administrator of some thirty-one Statutes dealing with a wide variety of unrelated subjects. This Department appears to be the clearing house for the whole Provincial Government.

The officials responsible for this work are:

Provincial Secretary

Deputy Provincial Secretary

Registrar of Companies

Administrative Assistant

Secretary to Department and Accountant

Superintendent of Insurance

Fire Commissioner

Chairman, Censor Board, Moving Picture Branch

Inspector of Theaters and Examiner of Projectionists

Supervisor of Amusements Tax

### **Keeper of the Seal and Registrar**

All very important documents bear the impress of the Provincial Seal, without which these documents would carry no authority. These documents include Letters Patent such as issued to members of the government on their appointment to the cabinet; Letters Patent issued to Queen's Counsel and Commissions issued to Police Magistrates, Justices of the Peace, Notaries Public, Coroners, etc., and certificates authenticating such appointments. As Keeper of the Seal the Provincial Secretary is responsible for the issuance of documents bearing the Seal and as Registrar for the registration of such documents.

### **The Companies Branch and General Office**

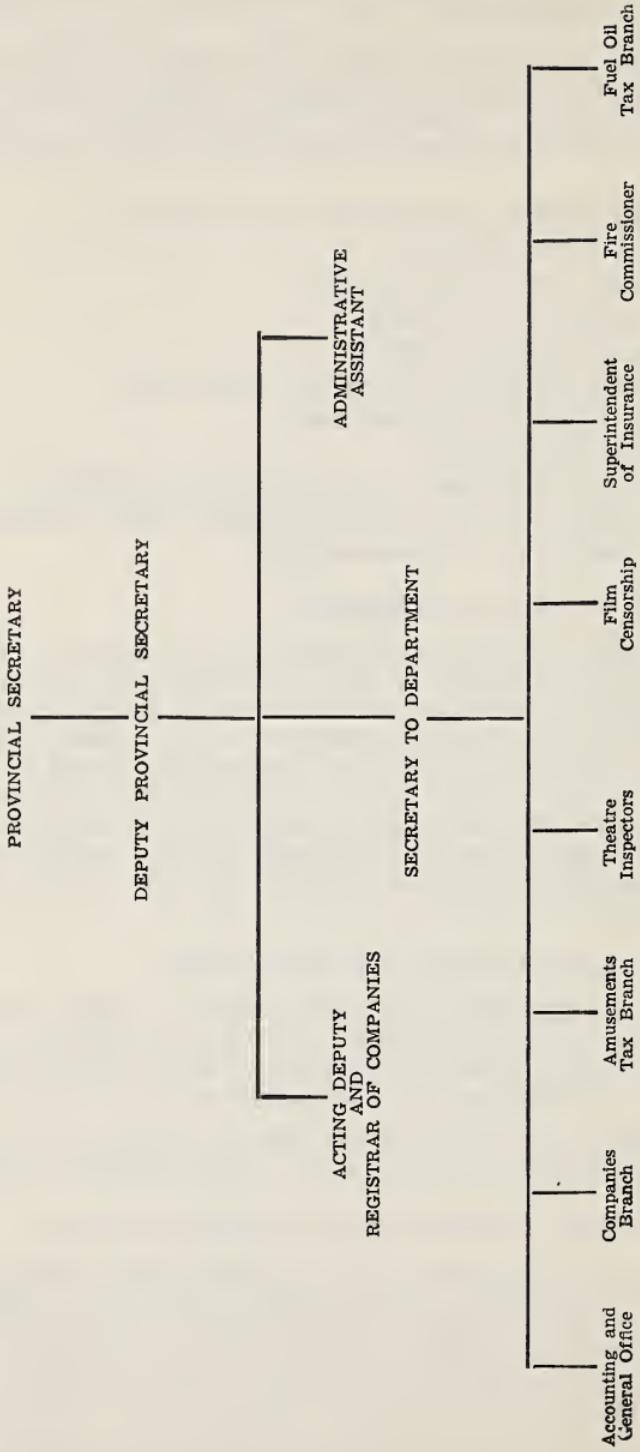
The Companies Branch deals with the incorporation of Alberta Companies, Societies, Religious Societies, Co-operative Associations, Credit Unions, Cemetery Companies, Lodges and Associations. It also registers Extra-Provincial Companies and Trust Companies.

The administration of **The Change of Name Act** and the issuance of Certificates of change of name, come under the General Office.

### **Amusements, Theaters and Film Censors Branches**

By **The Amusements Act and Regulations** Governing Theaters, Entertainment Halls, Motion Picture Theaters, etc., the Department receives all amusement taxes which every person in Alberta must pay who attends an exhibition or entertainment at a place of amusement to which an admission fee is charged. This includes pari-mutuel betting, licensed theaters, entertainment halls, itinerant exhibitors, travelling shows and carnivals. Examinations for projectionists are conducted and licenses are issued to properly qualified projectionists.

ORGANIZATION CHART OF THE DEPARTMENT OF PROVINCIAL SECRETARY



This Act also provides for the censoring of all films shown in the Province. The object of this is to maintain our entertainment on a high moral plane by removing anything which offends the recognized moral code.

### **The Insurance Branch**

This Branch administers **The Alberta Insurance Act** and **The Real Estate Agents Licensing Act**. Insurance in Alberta is safeguarded by The Alberta Insurance Act, which provides for the licensing and supervision of insurance companies, insurance agents and insurance adjusters.

The Real Estate Agents Licensing Act is administered to assure that only real estate agents and salesmen who are of good character are licensed.

### **The Fire Prevention Branch**

**The Fire Prevention Act** and **The Lightning Rod Act** are administered by this Branch. By the provisions of The Fire Prevention Act, the Provincial Secretary appoints a Fire Commissioner, whose duty is to enforce all laws and regulations relative to the prevention of fires; the storage, sale and use of combustibles and explosives; construction and maintenance of fire escapes; the installation of automatic and other fire alarm systems and fire extinguishing equipment; adequacy of exit in the case of fire from schools, factories, asylums, hospitals, churches, halls and theaters; and the suppression of arson and investigation of the cause, origin and the circumstances of fires. It also directs fire prevention education and inspection of fire brigades.

### **The Fuel Oil Tax Branch**

The Fuel Oil Tax Act imposes a tax of ten cents per gallon on fuel oil which includes gasoline, naphtha, diesel fuel, kerosene, distillate, etc. This tax is not imposed on fuel oil purchased in the purple colored state for agricultural or industrial purposes. By the provisions of this Act, Fuel Oil Inspectors are appointed to ensure that purple colored fuel oil is not used in motor vehicles.

### **The Provincial Crest**

By Royal Warrant dated 30th May, 1907, Armorial Ensigns were assigned to the Province of Alberta as follows:

"Asure in front of a Range of Snow Mountains proper, a range of Hills Vert, in base of Wheat Field surmounted by a Prairie both also proper, on a Chief Argent a St. George's Cross."

By **The Provincial Arms Act** the Alberta Crest is reserved for use exclusively by the Provincial Government.

### **The Floral Emblem**

The wild rose is the official floral emblem of Alberta and was adopted in 1930 under authority of **The Floral Emblem Act**.

## **DEPARTMENT OF PUBLIC WELFARE**

**The Department of Public Welfare Act**, chapter 6 of the Statutes of Alberta, 1944, authorized the setting up of a Department of Public Welfare to administer the various welfare services that come under the direct control of the Province. The following statutes are administered by the Department:

The Blind Persons Act (Chapter 8, 1952)  
The Child Welfare Act (Chapter 68, 1944)  
The Department of Public Welfare Act (Chapter 66, 1944)  
The Disabled Persons' Pensions Act (Chapter 33, 1953)  
The Disabled Persons Act, (Chapter 68, 1955)  
The Home for Aged or Infirm Act (Chapter 14, 1945)  
The Improvement Districts Act (Chapter 9, 1947,  
    Sections 45, 46 & 47)  
The Maternal Welfare Act (Chapter 190, R.S.A. 1942)  
The Metis Population Betterment Act (Chapter 329, R.S.A. 1942)  
The Mothers' Allowance Act (Chapter 302, R.S.A. 1942)  
The Old Age Assistance Act (Chapter 66, 1952)  
The Public Contributions Act (Chapter 65, 1951)  
The Public Welfare Act (Chapter 21, R.S.A. 1942)  
The Public Welfare Assistance Act (Chapter 86, 1949)  
The Relief Liability Act (Chapter 170, R.S.A. 1942)  
The Supplementary Allowances Act (Chapter 89, 1952)  
The Widows' Pensions Act (Chapter 102, 1952)

The general administration of the Department rests with:

1. The Minister
2. The Deputy Minister
3. The Departmental Supervisor

and to facilitate the work entailed the following branches have been created within the Department, with the title of the chief officer of each shown thereunder:

### **Public Assistance Branch**

Supervisor—provides assistance in the form of food, fuel, clothing, shelter, and medical and hospital care for residents of Improvement Districts who are indigent, and for persons who have not acquired residence in any municipality.

### **Single Men's Division**

Director—provides similar services to single, homeless, unemployable persons who have no municipal residence. Such people are maintained in hostels in Calgary and Edmonton and at the Welfare Depot at Gunn.

Indigent residents of municipalities are provided with assistance directly by the municipalities and they in turn receive grants from the Province up to 60% of the amount expended by the municipalities. The municipalities also receive grants of a similar amount to assist them in paying for the maintenance of their indigent residents in homes that are licensed to care for aged or infirm persons.

## **Metis Rehabilitation Branch**

**Chairman and Supervisor**—In the year 1940 the Government set aside approximately one and a half million acres of land for the exclusive use of Metis residents of the Province. This land is divided into six separate colonies situated in various districts throughout the northern part of the Province.

Any member of the Metis Association of Alberta who has resided within the Province for a period of five years immediately preceding his application and who is of good character may settle in this land.

The Government assists settlers to rehabilitate themselves by way of material supplied for building homes, land for breaking, and the free use of purebred livestock sires. Free education, medical examinations and inoculations are also supplied.

There is, at the present time, a population of 1,823 Metis on these areas. Three hundred and seventy-eight children are in attendance in the thirteen classrooms now in operation.

The standard of living now enjoyed by the Metis who have taken advantage of this project amply justifies the policy instituted by the Government.

## **Child Welfare Branch**

**Superintendent.** The welfare of our children is of great importance to the nation; it is necessary, therefore, to see that all legislation affecting the youth of our country is rigidly enforced. The Province of Alberta is justly proud of its laws governing the protection of children. In 1943 the Government of the Province appointed a Committee to investigate and report on all phases of child welfare work being carried on, not only under Government auspices, but by other organizations in the Province. This Committee, in submitting its findings to the Government, made certain recommendations. These recommendations were almost entirely embodied in the Act known as **The Child Welfare Act** of Alberta, 1944, and amendments thereto.

The Act itself is administered by a Child Welfare Commission, which has all the powers previously held by the Superintendent of Child Welfare who is a member and permanent chairman of the Commission. The duties of the Commission are many and varied. This Commission is responsible for enforcing the provisions of the Act—to encourage and promote and assist in the proper care and welfare of the children of the Province—for supervision over all children who are wards of the Province, and various other duties.

One of the most important Committees appointed under the Act is the Home Investigating Committee, consisting of a Chairman and two members. This Committee has the responsibility of investigating the homes of applicants for children, whether for adoption or otherwise. Only when a favorable report has been received by the Committee is the application given further consideration. To

guard further the welfare of the children, legal adoption is not generally permitted until the child has been in the prospective adoptive home for one year, and a District Court Judge has been given satisfactory proof as to the ability of the applicants to perform the duties of parents to the child to be adopted. In addition to the approval of homes, the Committee is made responsible for the inspection of foster homes after children have been placed in them. These homes are inspected periodically, and without advance notice.

It is the duty of the child welfare official appointed by a municipality to investigate all cases of reported neglect of children within its boundaries, and if circumstances warrant the apprehension of any child on this account, such child is brought before a Judge of the Juvenile Court, who alone has the authority to decide what disposition should be made of the child. If any child is made a ward of the Government, the Child Welfare Commission immediately assumes responsibility for the child. The cost of maintenance of such a child is paid by the Province and 40% thereof recovered from the municipality.

Full-time Judges of the Juvenile Court have been appointed in the Cities of Calgary and Edmonton. They have jurisdiction not only in the Cities, but at all points throughout the Province. Their services, therefore, can be called upon where knowledge and experience is needed. These appointments in no way affect the jurisdiction of Judges appointed in other parts of the Province, but they can be used wherever it is thought necessary.

### **Pensions Branch**

Superintendent and Chairman of Alberta Pensions Board.

- Division 1. Old Age Assistance
  - Blind Persons' Allowances
  - Supplementary Allowances
- Division 2. Mothers' Allowances
  - Widows' Pensions
- Division 3. Disabled Persons' Pensions
  - Disabled Persons' Allowances

Owing to the numerous and various forms of pension schemes in the Province the branch was divided as indicated with each division handling the type of pension or allowance shown.

The former type of Old Age Pension that had been in effect since the year 1929 was, on 1st January, 1952, replaced by the following:

- (a) Old Age Security of \$40.00 a month is paid by the Federal Government to all persons who have reached the age of seventy years and who have resided in Canada for a period of twenty years or its equivalent.
- (b) Old Age Assistance up to a maximum of \$40.00 a month is paid by the Province, under a means test, to persons in the

65-69 age group who have resided in Canada for a period of twenty years or its equivalent. The Province may recover from the Federal Government an amount up to one-half of the sum expended if the payment of the assistance is approved by the latter Government.

- (c) Blind Persons' Allowances up to a maximum of \$40.00 a month are paid, under a means test, by the Province to persons who are blind and have reached the age of eighteen years if they have resided in Canada for a period of ten years or its equivalent. The Province may recover from the Federal Government an amount up to 75% of the sum expended in payment if the allowance is approved by the latter Government.
- (d) Supplementary Allowances up to a maximum of \$15.00 a month are paid at the entire expense of the Province to persons who are eligible therefor, and are in receipt of Old Age Security, Old Age Assistance or Blind Persons' Allowances.
- (e) Widows' Pensions up to a maximum of \$40.00 a month are paid, under a means test, by the Province to widows in the 60-65 age group who have resided in Canada for a period of fifteen years, and in the Province of Alberta for the greater portion of the three years immediately prior to the date the pension is awarded. The full cost of the pension is borne by the Province.
- (f) Disabled Persons' Pensions up to a maximum of \$40.00 a month have been paid, under a means test, by the Province at its own expense to persons who have reached the age of eighteen years and are physically or mentally incapacitated to the extent that they are unable to accept gainful employment.

Effective 1st January, 1955, the Federal Government, in co-operation with the Provinces, entered into this field and this form of pension known as a Disabled Persons' Allowance does to a limited extent replace the Disabled Persons' Pension provided by the Province. A person who has attained the age of eighteen years and has resided in Canada for a period of ten years or its equivalent and is eligible, under a means test, and can qualify under a medical test, may be paid an allowance up to a maximum of \$40.00 a month. One-half of the allowance may be recovered by the Province from the Federal Government if approved by the latter Government. A person is not eligible for the Disabled Persons' Pension and the Disabled Persons' Allowance at one and the same time.

- (g) Mothers' Allowances are paid by the Province to widows and to wives whose husbands have been committed to mental hospitals under The Mental Diseases Act or to married women who have, without reasonable cause, been deserted by their husbands for a continuous period of three years

if they have in their care a child or children under the age of sixteen years or under the age of eighteen years if attending school and making satisfactory progress.

The scale of allowances, paid under a means test, varies according to the size of the family.

An additional allowance up to \$10.00 a month is paid at the entire expense of the Province. The Province pays 80% and the municipality in which residence has been acquired pays 20% of the regular allowance.

The Family Allowances paid by the Federal Government do not affect the amount of the Mothers' Allowance payments.

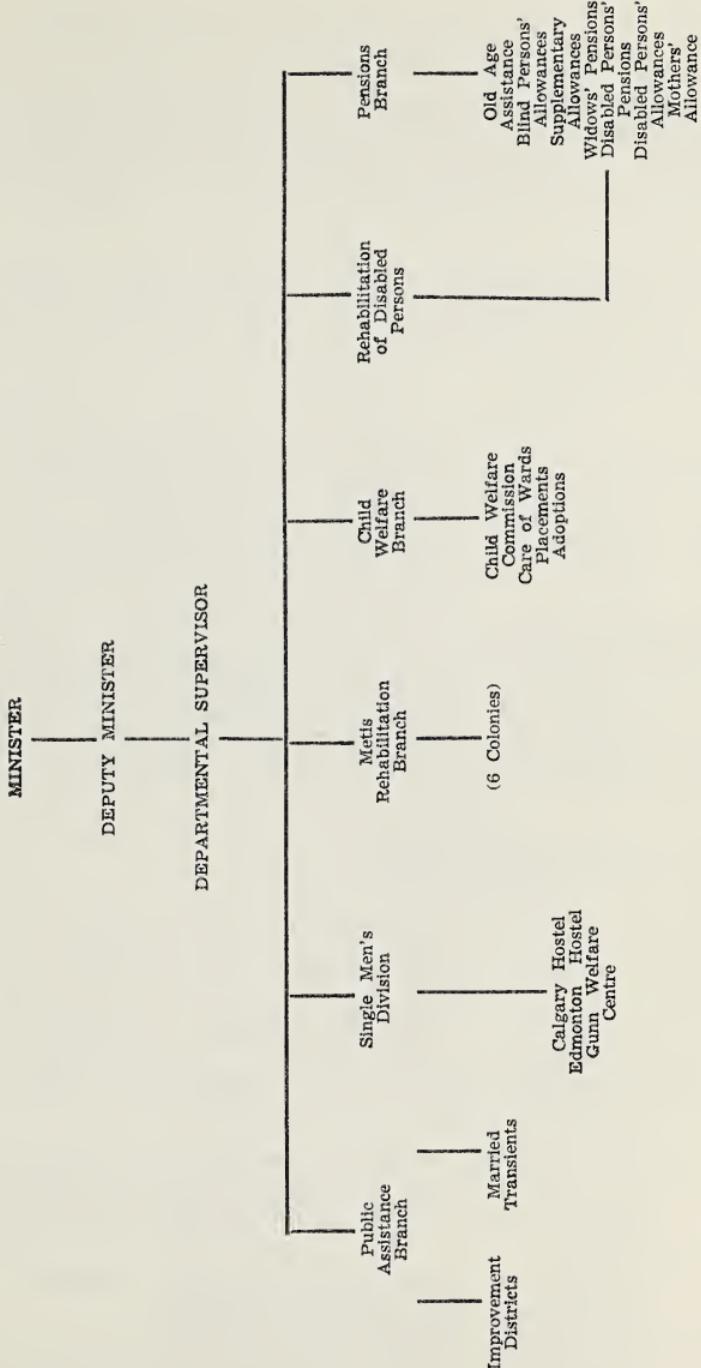
### **Hospitalization and Treatment Services**

The costs of these services are borne entirely by the Province and are available to all persons and their dependents receiving Old Age Assistance, Supplementary Allowances, Mothers' Allowances and Widows' Pensions, and to those who receive Old Age Security without the Supplementary Allowance it is granted under a means test.

### **Homes for the Aged or Infirm**

The Province makes grants to municipalities which pay for the maintenance of their indigent residents in licensed homes up to 60% of the cost of the maintenance with a maximum set according to the class of patient. The Province also gives grants to municipalities for the construction of this type of home and by this it is hoped that all municipalities will in due course have homes in their own districts for the care of their aged residents who are not otherwise able to look after themselves.

**ORGANIZATION CHART OF THE DEPARTMENT OF PUBLIC WELFARE**



## THE DEPARTMENT OF PUBLIC WORKS

The Department of Public Works is required to provide suitable accommodation, the necessary furnishing and equipment to all Departments of the Government so that the Departments may carry out the various functions required of them. Such accommodation is provided in buildings rented, purchased or constructed by the Department of Public Works.

The Chief Officials of the Department are: Minister of Public Works, Deputy Minister of Public Works, Chief Architect, Mechanical Supervisor, Secretary to the Department, Supervisor of Maintenance, Supervisor of Construction, and Co-ordinator of Works and Maintenance.

Among the buildings constructed under the direction of the Department of Public Works rank some of the finest in Alberta; for example, the Legislative Building in Edmonton in which is incorporated the older order of design commonly employed in the construction of legislative buildings throughout the Dominion. A picture of this building is shown on the frontispiece of this booklet.

During recent years a number of buildings of a contemporary design have been erected under the direction of this Department. These modern buildings have a simplicity of exterior design without the ornamentation that is shown on the Legislative Building. The architects who designed these buildings considered primarily the occupational requirements of the buildings and then prepared their designs accordingly.

To appreciate the work that must be done to erect a large building it must be realized that:

1. A desirable site with available services must be selected.
2. This site must be purchased at a reasonable cost.
3. Preliminary design sketches must be prepared to correlate occupational requirements with architectural design.
4. Working drawings must be prepared to ensure co-ordination of architectural, mechanical and electrical work.
5. Specifications showing materials and their applications in detail, which cannot be illustrated on working drawings, must be prepared so that contractors may bid intelligently on the work.
6. Advertisements are placed in many newspapers calling for tenders on each individual contract.
7. The tenders are received and opened at a specified time and date and the contract awarded to the lowest bidder, if his tender meets the requirements of the specifications.
8. Continual inspection and supervision of the work is carried on. This involves interpretations of drawing and design and

is done whether the building is being built by contractors or by the working staffs of this Department.

9. Following completion of the building a close inspection is made and the Department acknowledges acceptance of the building.

The following are the major construction projects undertaken by this Department during recent years:

1948. Oliver Mental Institute—Mental Defective Buildings  
Female Dormitory
1949. Edmonton—Public Health Building  
Red Deer—Provincial Building  
Fairview—Agricultural School
1950. Drumheller—Provincial Building  
Calgary—Baker Memorial Sanatorium  
Maids' Dormitory  
Provincial Laboratory
1951. Brooks—New Horticultural Station  
Fort Saskatchewan—Provincial Gaol, Female Cell Block
1952. Calgary—Blood Donors' Clinic  
Edmonton—Administration Building  
Civil Defence Building  
Lethbridge—Court House  
Bowden—Bowden Institution  
Camrose—Dormitory No. 1, Rosehaven  
Oliver Mental Institute—T.B. Hospital  
Admission Hospital  
Edmonton—Aberhart Memorial Sanatorium
1953. Edmonton—Belmont Rehabilitation Center  
Public Works Building No. 2  
Grande Prairie—Provincial Building  
Peace River—Provincial Building  
Bowden—Bowden Institution—Services Building  
Calgary—Baker Memorial Sanatorium—Male Staff Bldg.  
Calgary—Nurses Aide Training School, Calgary
1954. Bowden—Juvenile Dormitory  
Camrose—Dormitory No. 2  
Laundry Building  
Drumheller—Courthouse  
Edmonton—Single Men's Hostel  
Highways Building  
Addition to Courthouse  
Poliomyelitis & Pediatric Wing at U. of A.  
Hospital  
Fort Saskatchewan—Metallurgical Plant at Jail  
Mayerthorpe—Provincial Building  
Oliver—Addition to Staff Dining Room  
Ponoka—Renovation of Ward No. 4

1955. Calgary—Petroleum & Natural Gas Board Building  
 New Science Wing at Provincial Institute of  
 Technology and Art
- Camrose—Infirmary No. 3
- U. of A. Edmonton—Agriculture Building
- Edmonton—Main Treasury Branch Building  
 Alberta Research Council Building  
 School for the Deaf
- Lac La Biche—Provincial Building
- Ponoka—Male Staff Dormitory
- Red Deer—High Grade Male Ward  
 Deerhome Institution Services Building  
 Deerhome Wards 1 and 2
1956. Calgary—Provincial Auditorium  
 Edmonton—Provincial Auditorium  
 University Hospital, Nurses Home Addition
- Grande Prairie—Court House
- Peace River—Court House
- Red Deer—Kitchen and Stores Building

In addition to the work of constructing new buildings, the Department is required to maintain and service the buildings already built. The maintenance and servicing of these buildings needs the services of a large group of men of assorted technical skills. Carpenters, plumbers, electricians and other tradesmen keep these buildings in good repair. Gardeners maintain the surrounding grounds which are quite extensive at some points, notably, the Mental Institutes, the Hospitals and the Institute of Technology and Art at Calgary. Caretakers keep buildings clean, men operate the elevators and watchmen guard the buildings at night.

A group of technicians working under the direction of the Mechanical Superintendent is responsible for the supply of electrical power, heat, water and sewage disposal at the eight largest Institutions. These men also design, install and maintain the special equipment necessary. The Institutions involved are:

Legislative Buildings	Edmonton
Provincial Institute of Technology	Calgary
Provincial Mental Hospital	Ponoka
Provincial Gaol	Fort Saskatchewan
Provincial Gaol	Lethbridge
Provincial Mental Institute	Oliver
Baker Memorial Sanatorium	Keith
Provincial Training School	Red Deer

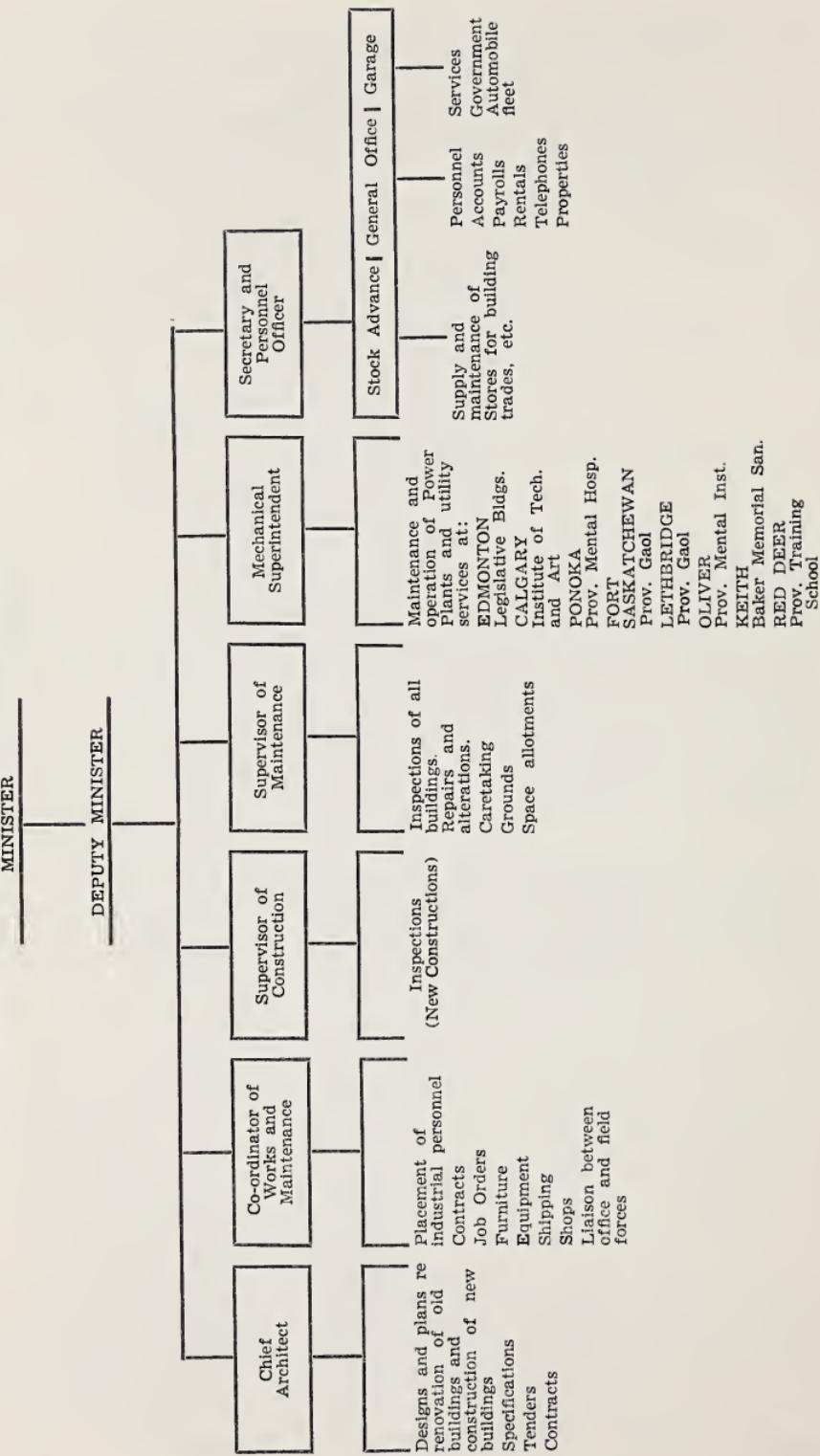
At these Institutions farm machinery, milking, canning, laundry, kitchen and fire fighting equipment are also maintained and kept in good repair by this staff. The utilities and maintenance servicing of a large Institution is comparable to the servicing of a town of two thousand people.

The Department also has a number of other functions, including

the arrangements for the installation and rental of telephones, and when required the buying and leasing of lands for building sites.

A large modern garage located on the ground floor of the Public Works Building No. 2 in Edmonton services the automobile fleet of the Government.

**ORGANIZATION CHART OF THE DEPARTMENT OF PUBLIC WORKS**



## THE DEPARTMENT OF TELEPHONES

This Department is primarily concerned with telephone service throughout the Province of Alberta and the operation of Radio Station CKUA.

The Officials in the Department are:

Minister of Railways and Telephones  
Deputy Minister and General Manager  
General Commercial Superintendent  
General Traffic Superintendent  
General Plant Superintendent  
Chief Engineer  
Comptroller.

These department officials direct the operation of the publicly owned telephone system of the Province, known as the Alberta Government Telephones. This includes all long distance lines, and, with the exception of the City of Edmonton, all exchange subscribers' lines within the Province. Numerous rural lines extending from and connected to the many exchange centers are owned and operated by some 884 farmer-organized Mutual Telephone Companies.

The Alberta Government Telephones is a member of the Trans-Canada Telephone System, comprising the seven major telephone companies across Canada, with long distance talking facilities stretching from the Atlantic to the Pacific, by means of which Canadians may talk with each other anywhere across the Dominion entirely over Canadian lines. In addition, service is available to most countries or territories throughout the world as well as to ships on the high seas.

As far as Alberta is concerned, the following statistics will give some indication of the growth and expansion of the system during the comparatively short span of five years from 1951 to 1956:

	1951	1956
Miles of Poles -----	5,968	6,848
Miles of Aerial Wire -----	148,267	242,094
Miles of Underground Wire -----	97,574	166,115
Number of Exchanges Over 6,000 Stations -----	1	2
Number of Exchanges 1,500 to 6,000 Stations -----	3	10
Number of Exchanges 500 to 1,500 Stations -----	25	33
Number of Exchanges Under 500 Stations -----	298	326
Number of Exchange Stations -----	81,297	148,375
Number of Toll Stations -----	217	177
Number of Mutual Company Stations -----		27,669
Number of Stations other than A.G.T. -----	42,528	75,043
Total Stations—Province -----	148,533	251,087

Excluding Mutual Company stations 84.4% of the total stations in Alberta are automatic or dial telephones.

CKUA is a non-commercial radio station operated by the Department. From this station, well-organized programs of an educational and cultural nature are broadcast. Programs printed monthly for the guidance of listeners may be obtained by applying to CKUA, Edmonton.

## TREASURY DEPARTMENT

The Treasury Department was established by an Act of the Legislative Assembly of the Province known as **The Treasury Department Act**. It is presided over by a member of the Executive Council who is appointed by the Lieutenant-Governor as Provincial Treasurer.

The chief officials of the Department at present are:

Provincial Treasurer

Deputy Provincial Treasurer

Assistant Deputy Provincial Treasurer

Secretary to the Department

Superintendent of Treasury Branches

Director of Purchases

Queen's Printer

The chief functions of the Department are prescribed by the following acts:

The Treasury Department Act

The Provincial Loans Act

The Treasury Branches Act

The Savings Certificates Act

The Alberta Government Purchasing Agency Act

The Queen's Printer Act

The Alberta Co-operative Rural Credit Act

The Retirement Annuities Act

The Municipal Capital Expenditures Loans Act

The duties imposed and the powers conferred by these Acts may be briefly described as follows:

### **The Treasury Department Act**

This Act is Chapter 18 of the Revised Statutes of Alberta, 1942. It prescribes the main function of the Department which is the management and control of the revenue and expenditure of the Province. This function makes it necessary for the Provincial Treasurer to present to the Legislative Assembly, just before the commencement of every fiscal year, his budget for that year, which sets forth, in detail, his estimates of revenue to be collected and of expenditures to be made. When passed by the Assembly, these estimates control the coming year's expenditures. This Act also provides that all monies received shall be deposited in a Bank or similar institution and all payments shall be made by official cheque or similar instrument signed by or for the Provincial Treasurer and countersigned by or for the Provincial Auditor.

The Provincial Auditor keeps the accounts of the Province; this involves the checking of each item of revenue and the approval of every payment. He presents to the Legislative Assembly every year the Public Accounts of the Province, a document which sets out, in

great detail, all financial transactions of the Province during the latest complete fiscal year.

There is also a body known as the Treasury Board composed of members of the Executive Council. This Board frames regulations respecting the bookkeeping and accounting of the Province and gives decisions on matters referred to it by any member or the Provincial Treasurer or the Provincial Auditor.

### **The Provincial Loans Act**

This Act prescribes the manner in which the Provincial Treasurer, on behalf of the Province, may borrow money for the purposes of Government. It instructs and guides the Provincial Treasurer in the management of the Public Debt of the Province.

### **The Treasury Branches Act**

This Act authorizes the Provincial Treasurer to establish and operate Treasury Branches at such points in the Province as he may consider advisable. There are now 50 branches, 14 sub-branches and 77 agencies in Alberta. The branches receive deposits which may be withdrawn or transferred by the depositors by means of special instruments designed for this purpose or by cheque drawn on the Treasury Branch. Deposits bear interest in some cases and may be invested in approved securities or loaned to persons, firms, or corporations which provide security for repayment and pay interest on their borrowing.

### **The Savings Certificates Act**

This is another Act which enables the Provincial Treasurer to receive deposits of money from the public. He issues certificates of the deposit which undertake to pay the depositor a certain rate of interest dependent on whether the principal is payable on demand or at the expiration of one or more years. The money received is not loaned to others or directly invested, but is deposited in the General Revenue Fund of the Province.

### **The Alberta Government Purchasing Agency Act**

This Act is presently under the supervision of the Provincial Treasurer and is under the immediate management and control of a director of purchases.

It is the duty of this Agency to acquire, by purchase or otherwise, all supplies which are required from time to time by any department of the Government.

### **The Queen's Printer Act**

The Queen's Printer is presently attached to the Treasury Department. He is responsible for the publication of *The Alberta Gazette* which contains Government proclamations and official notices. He prints and publishes the Statutes of the Province and

all other Government publications, and procures all printing, stationery and general office supplies required by Departments of the Government.

### **The Alberta Co-operative Rural Credit Act**

This Act was passed to assist farmers who combine to form a Co-operative Credit Society to obtain short term loans to finance their farming operations. Before a loan is made by a Bank, applications are approved and repayment guaranteed by a Society. If the Supervisor of Co-operative Credits then approves, the Bank makes the loan which is guaranteed as to repayment by the Provincial Treasurer.

### **Retirement Annuities Act**

By this Act the Provincial Treasurer is required to establish and administer an annuity fund. Any Canadian citizen who has resided in the Province for not less than three years may purchase a retirement annuity by depositing in the fund an initial amount of not less than ten dollars. Additional deposits of any amount may be made at any time until the date of the purchaser's retirement. The maximum annuity that may be purchased is the actuarial equivalent of a single life annuity of fifteen hundred dollars per year commencing at the age of sixty years.

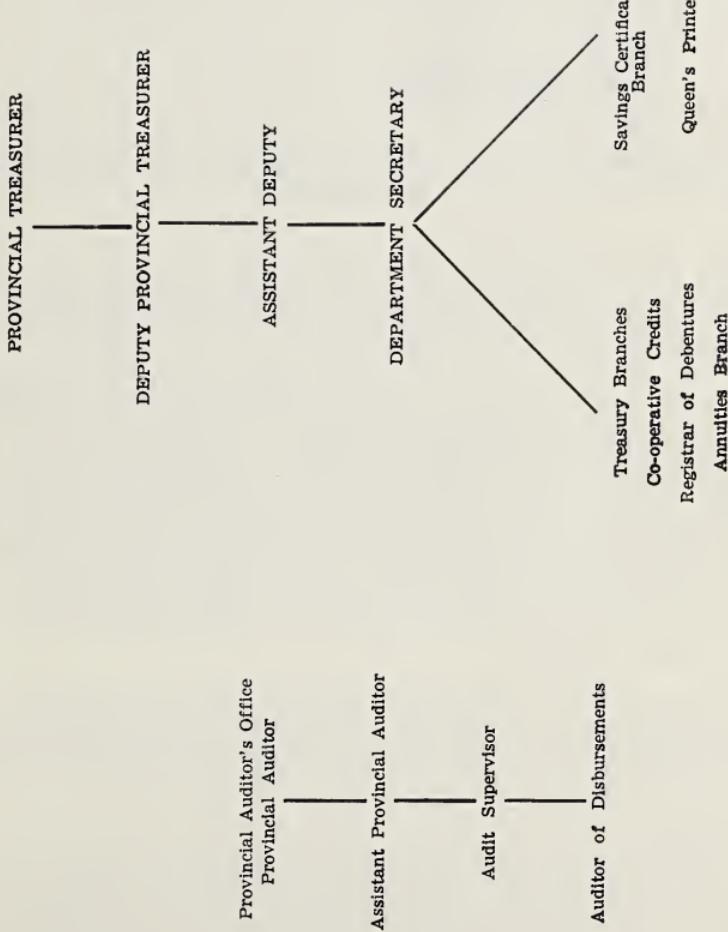
Compound interest is payable on amounts on deposit in the fund at the rate of three and one-half per cent per annum. If the earnings of the fund are insufficient to pay this rate of interest the Provincial Treasurer pays in whatever may be required from the General Revenue Fund.

### **General**

There are many other Acts in which the Provincial Treasurer and the Treasury Department are interested: particularly those that involve advances of money to other Departments of Government or to Municipalities, Associations, Corporations, etc., and those that involve guarantee by the Province of repayments of monies borrowed from lending institutions.

In general, it may be said that the Treasury Department is concerned in any Governmental activities to the extent that they involve the receipt, custody, or payment of money.

## ORGANIZATION CHART OF THE DEPARTMENT OF PROVINCIAL TREASURER



## THE WORKMEN'S COMPENSATION BOARD

The Workmen's Compensation Board, which was first set up in 1918, is made responsible for the Administration of the Workmen's Compensation Act of 1948. This Act is one of the most important of our Industrial Acts. Its provisions and workings should be familiar to all boys and girls before leaving school because many of them will become "workmen" or employers and as such will be protected by this Act. The purpose of the Act is to provide compensation for the loss of earnings, medical treatment for workmen suffering "personal injury arising out of and in the course of their employment" and compensation for their dependents where death results. The Board and a large office staff are located in the Provincial Building in Edmonton, with a branch office in Calgary.

The chief officials are:

Chairman  
Two Commissioners  
Secretary  
Chief Medical Officer  
Chief Claims Officer  
Chief Assessor

The work of the Board falls into three main divisions: Claims, Assessments, and Accident Prevention.

### Claims

When a workman is injured at his work he is given medical attention and reports his accidents to his employer and to the Board. The employer himself advises the Board of the accident. The doctor attending the injured man must also forward periodic reports to the Board. The Board examines these reports and having satisfied itself that the workman sustained an accident coming within the scope of the Act, accepts the workman's claim. Provided the workman is disabled for more than three days he is paid compensation until he is marked fit to resume work. If the workman's injuries are such that when he is ready to resume work he still has a permanent disability he is awarded a pension for life, such pension being based on the degree of partial disability. The doctor and hospital bills are paid by the Board. About 35,000 accidents of various natures are reported to the Board each year.

Cases involving claims for compensation against the employer which were formerly taken to court by the workman, usually at great expense and delay, are now settled promptly and fairly by the Board.

### Assessments

Who pays for this service? The industries themselves are made responsible for the benefits provided under The Workmen's Compensation Act and every employer under this Act contributes according to the amount of the annual payroll and the classification of industry in which he is placed. The industries which come within the

scope of the Act are listed and classified in Schedule I of the Act, the classification being according to the risks and dangers involved. Each year all employers are required to furnish the Board with their estimated and actual payrolls. They pay a certain percentage of that figure to the Board according to their classification. In the case of the lumber industry the assessment is based on the amount of lumber produced and not on the payroll as is done in all other industries.

The monies received by the Board are held in various funds and reserves to cover the costs of medical aid, compensation, pensions, disaster, silicosis, and so on.

### **Prevention of Accidents**

It is much more humane and economical to prevent accidents, suffering and death, than to pay for the damage done. The Board is, therefore, empowered to inspect all places of employment to see that all machinery and appliances are safe, that proper safety precautions are taken to prevent accidents and that the safety appliances prescribed by law are in use, or to determine what more suitable safety devices are necessary. These inspectors also look into the health and sanitary conditions of places of employment. If an employer fails or neglects or refuses to install safety devices, etc., his place of employment may be closed by order of the Board, or other penalties can be imposed. Accident prevention education is carried on by the Board by means of personal calls, literature and motion pictures.

The prevention of accidents is cheap insurance when we consider that the accidents reported to the Board cost several million dollars annually.

### **The Workmen's Compensation Act**

In order that the term "workman" may be clearly understood, Schedule 1 of the Workmen's Compensation Act is reprinted here. The industries listed under Schedule 1, unless excluded or modified by regulations published in The Alberta Gazette, come within the scope of the Act. The Board is empowered by the Act to add to, withdraw or rearrange any of the industries which are or may be included in the schedules.

#### **Schedule 1**

Coal-mining; operation of coke ovens; briquetting plants; mining other than coal-mining; any trade or business connected with the industries of lumbering, fishing, manufacturing, building, construction, engineering, transportation; operating of electric power lines and power plants; waterworks and other public utilities; operation of municipal police forces; municipal fire departments; navigation; operation of boats, ships, tugs, and dredges; operation of grain elevators; operation of warehouses; teaming, scavenging and street cleaning; painting, decorating and renovating; dyeing and cleaning; planing mills, flour milling, packing plants, printing, lithography

and engraving, telephone and telegraph systems; laundries run by mechanical power; excavation, well drilling, operation of gas and oil wells, operation and maintenance of freight and passenger elevators, including the work of janitors in buildings where such elevators are operated, quarrying, lumber yards, wood yards, ice, hotels, restaurants and retail stores, and commercial greenhouses, and any occupation incidental to or connected with the industries enumerated in this Schedule, also including moving pictures and theaters, and by way of specific enumeration, but not so as in any way to interfere with or affect the generality of the preceding words thereof, the following classes of industries: (Then follows a classified list of industries in Alberta.)

## AUDIO-VISUAL AIDS

Below are listed, under the name of the source from which they may be obtained, selected Audio-Visual aids pertaining to governmental operation and to the Province of Alberta at large. Some of these audio-visual materials may be obtained free, others on payment of a rental fee. The conditions for each department are stated at the head of each list. It must be understood that these lists represent only a fraction of the audio-visual material available from these sources.

### Department of Education, Audio-Visual Aids Branch

All audio-visual materials from this branch are distributed free, except for transportation charges, to schools in Alberta. The letters in the library number indicate the following:

- T—Sound film in black and white
- Tk—Sound film in color
- P—Filmstrip in black and white
- Pk—Filmstrip in color.

### 16MM. Films

Ballot Boxes (Dominion Election) _____	T- 262
Local Government (Local Council)—England _____	T- 252
Maintain the Right (R.C.M.P.) _____	T- 256
Mother of Parliament (House of Commons, U.K.) _____	T- 244
Opening of Parliament (Canada) _____	T- 607
A Mile Below the Wheat (Leduc oil development) _____	Tk- 621
Green Acres (Irrigation in Southern Alberta) _____	Tk- 697
Alberta Family _____	T- 787
Peace River _____	Tk- 659
Gift of the Glaciers (the eastern watershed) _____	Tk- 968
Holiday at School (Banff School of Fine Arts) _____	Tk- 444

### 35MM. Filmstrips

Provincial Government (Canada) _____	P-1343
Administration of Justice (Canada) _____	P-1338
Basic Freedoms _____	P-1339
Municipal Government, Pt. 1.—Elections _____	P-1341
Municipal Government, Pt. 2.—Functions _____	P-1342

**Department of Extension, Visual Instruction Division  
University of Alberta, Edmonton  
Telephones 369343, 369344**

This University Extension Service offers films and filmstrips at nominal rent from a well-stocked library, which covers many phases of life and leisure in Alberta, as well as travelogues, material for use in religious, cultural and educational program, and general interest.

Projectors with speaker attachment, screens, etc., are also available, and operators if required.

The service of this Division includes repairs, overhaul and replacement of equipment.

**16MM. Films:**

Among films recommended are the following:

- |                             |  |
|-----------------------------|--|
| With the Canadians in Korea | —depicts living conditions and military operations.          |
| Holiday at School (color)   | —showing the Banff School of Fine Arts in action.            |
| Alberta Vacation            | —park, mountain and lake: some of the sports and activities. |
| Canada's New Farmlands      | —shows development in the Peace River Country.               |
| Bronco Busters              | —action at the famous Calgary Stampede.                      |
| You'll take the Highroad    | —the glorious journey along the Jasper-Banff Highway.        |
| Servant of the People       | —how tradition is respected in the Mother of Parliaments.    |
| Parliamentary Procedure     | —democracy in operation at the local level.                  |
| Wardens of Waterton         | —depicts life and scenes on the National Parks.              |

Also a large variety of travel, nature study, and human behavior films, interesting, educational and entertaining.

**35MM. Filmstrips:**

Filmstrips, accompanied by descriptive material suitable for lectures or commentaries include:

- |                                     |
|-------------------------------------|
| Canada, Western Alberta             |
| The Canadian People                 |
| Canada, Stamp by Stamp (color)      |
| Prairie Provinces (Our Land Series) |
| Canada Goose                        |
| Canada, People and Occupation       |
| Canada, Fishing Industry            |
| Canada, Mining Industry             |
| Canada, Pulp and Paper Industry     |
| Canada's Research Facilities        |

OUR HISTORY	—	Discovery and Exploration Political Development The Settlement of Canada
OUR GOVERNMENT	—	Administration of Justice Basic Freedoms Federal Government Municipal Government Provincial Government
OUR LAND	—	Part I Introduction Part II The Maritimes Part III Quebec Part IV Ontario Part V Prairie Provinces Part VI British Columbia Yukon and the Northwest Territories

**Department of Public Health, Extension Service.**

All materials from this source are circulated without charge to persons requesting them.

**16MM. SILENT FILMS:**

Your Health Department	_____	PHQ—13
Boy Building	_____	PHQ— 1
Tuberculosis Can Be Wiped Out	_____	PHQ—39

**16MM. SOUND FILMS (Color):**

Mental Health	_____	PHT— 46c
Your Health Unit	_____	PHT—184c

**35MM. FILMSTRIPS:**

Preparing Tomorrow's Nurse	_____	PHF—93c
School For Nursing Aides	_____	PHF—65c
House Keeping in Rural Schools	_____	PHF—12c
Health of the People	_____	PHF—23c

In addition to the above, the Department of Public Health circulates numerous other films in the field of Health Education. Catalogs can be had on request by writing the Division of Health Education, Department of Public Health, Edmonton.

## THE BOARD OF PUBLIC UTILITY COMMISSIONERS

As its name implies the principal statute administered by the Board is The Public Utilities Act. Under this Act the Commissioners are responsible for the regulation of rates charged by all utility companies, other than plants owned by Cities and other municipalities. In addition all borrowings, through the medium of Debenture Issues, by municipalities must be submitted to and approved by the Board before being authorized. Municipalities in financial difficulties and unable to pay their debenture coupons are supervised by the Board.

Another phase of The Public Utilities Act is the control of Milk production and distribution. The Board is charged with responsibility of seeing that there is an orderly, uniform and regular supply of milk in the controlled areas. The Board sets the minimum price at which milk and milk products are sold to the consumer.

Under the provisions of The Pipe Line Act, all companies desiring to construct pipe lines within Alberta must obtain a Declaratory Order of this Board permitting them to operate such lines. All matters concerning compensation for land and damages come within the Board's jurisdiction for consideration, hearing and decision.

In addition there are twenty pieces of legislation under which the Board has an interest and responsibility. These Statutes include: The Irrigation Districts Act; The Industrial Wages Security Act; The School Act; The Municipal Hospitals Act; The Town and Village Act; The Municipal Districts Act; The Oil and Gas Fields Public Service Utilities Act; The Coal Mines Regulations Act; The Urban Mining Operations Act; The Improvement Districts Act; The City Act; The Public Health Act; The Department of Public Health Act; The Dairymen's Act; The Town and Rural Planning Act; The Water, Gas, Electric and Telephone Companies Act; The Mines and Minerals Act; The Municipal Capital Expenditures Loans Act; The Water Resources Act; and The New Towns Act.

## CHIEF OFFICIALS OF THE DEPARTMENTS

### Department of Agriculture:

Hon. L. C. Halmrast	Minister of Agriculture.
Mr. R. M. Putnam	Deputy Minister of Agriculture.
Mr. E. R. McCrimmon	Executive Assistant to Deputy Minister.
Mr. F. H. Newcombe	Director of Agricultural Extension.
Mr. A. M. Wilson	Field Crops Commissioner.
Mr. W. H. T. Mead	Live Stock Commissioner.
Dr. E. E. Ballantyne	Director of Veterinary Services.
Mr. D. H. McCallum	Dairy Commissioner.
Mr. R. H. McMillan	Poultry Commissioner.
Mr. R. W. Gillies	Fur Farm Supervisor.
Mr. P. D. Hargrave	Superintendent, Provincial Horticultural Station Brooks.
Mr. J. E. Hawker	Superintendent, Schools of Agriculture.
Mr. N. N. Bentley	Principal, School of Agriculture, Vermilion.
Mr. J. E. Birdsall	Principal, School of Agriculture, Olds.
Mr. P. Jamieson	Principal, School of Agriculture, Fairview.
Mr. E. B. Swindlehurst	Supervisor of Radio and Information.
Mr. F. L. Grindley	Director of Water Resources.

### Civil Defence:

Mr. G. R. Howsam	Air Vice Marshal.
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### Department of Attorney General:

Hon. E. C. Manning	Attorney General
Mr. H. J. Wilson, Q.C.	Deputy Attorney General, Collector of Succession Duties and Queen's Proctor.
Mr. J. E. Hart, Q.C.	Solicitor and Inspector of Legal Offices.
Mr. J. W. Ryan	Acting Legislative Counsel.
Mr. J. W. Anderson	Solicitor.
Mr. S. A. Friedman	Solicitor.
Mr. W. Henkel	Solicitor.
Mr. G. S. D. Wright	Solicitor.
Mr. W. E. Wood	Solicitor.
Mr. G. H. Hall	Secretary to the Department.
Mr. L. W. Gardiner	Public Trustee, Edmonton.
Mr. P. L. Quinton	Deputy Public Trustee, Calgary.
Mr. J. M. Thom, Q.C.	Registrar, Land Titles Office, Edmonton.
Mr. R. B. Hall	Registrar, Land Titles Office, Calgary.
Dr. M. M. Cantor	Provincial Chief Coroner.
Mr. J. A. Cameron	Superintendent, Juvenile Offenders Branch.
Mr. C. A. Gair	Superintendent, Inspection Service Branch.
Mr. E. E. Buchanan	Inspector of Gaols.
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Mr. C. G. Jewers	Supervisor of School Buildings.
Mr. M. L. Watts	Director of Curriculum.
Mr. A. B. Evenson	Associate Director of Curriculum.
Mr. M. O. Edwardh	Assistant Director of Curriculum in charge of Elementary Education.
Mr. R. E. Byron	Director of Vocational Education.
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Mr. A. Arnold	Deputy Minister of Public Works.
Mr. S. E. Kenworthy	Assistant Deputy Minister of Public Works.
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Mr. John Hunt	Chief Engineer.
Mr. F. E. Coe	Mechanical Superintendent.
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Mr. H. Bretelle	Supervisor of Maintenance.
Mr. A. Edinga	Supervisor of Construction.

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Mrs. E. H. Gostick	Librarian.
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Mr. D. G. Thompson	Accountant and Inspector of Milk Control.
Mr. M. D. Phillips	Inspector and Accountant of Milk Control at Calgary.
Mr. W. W. R. Boyes	Inspector and Accountant of Milk Control at Lethbridge.
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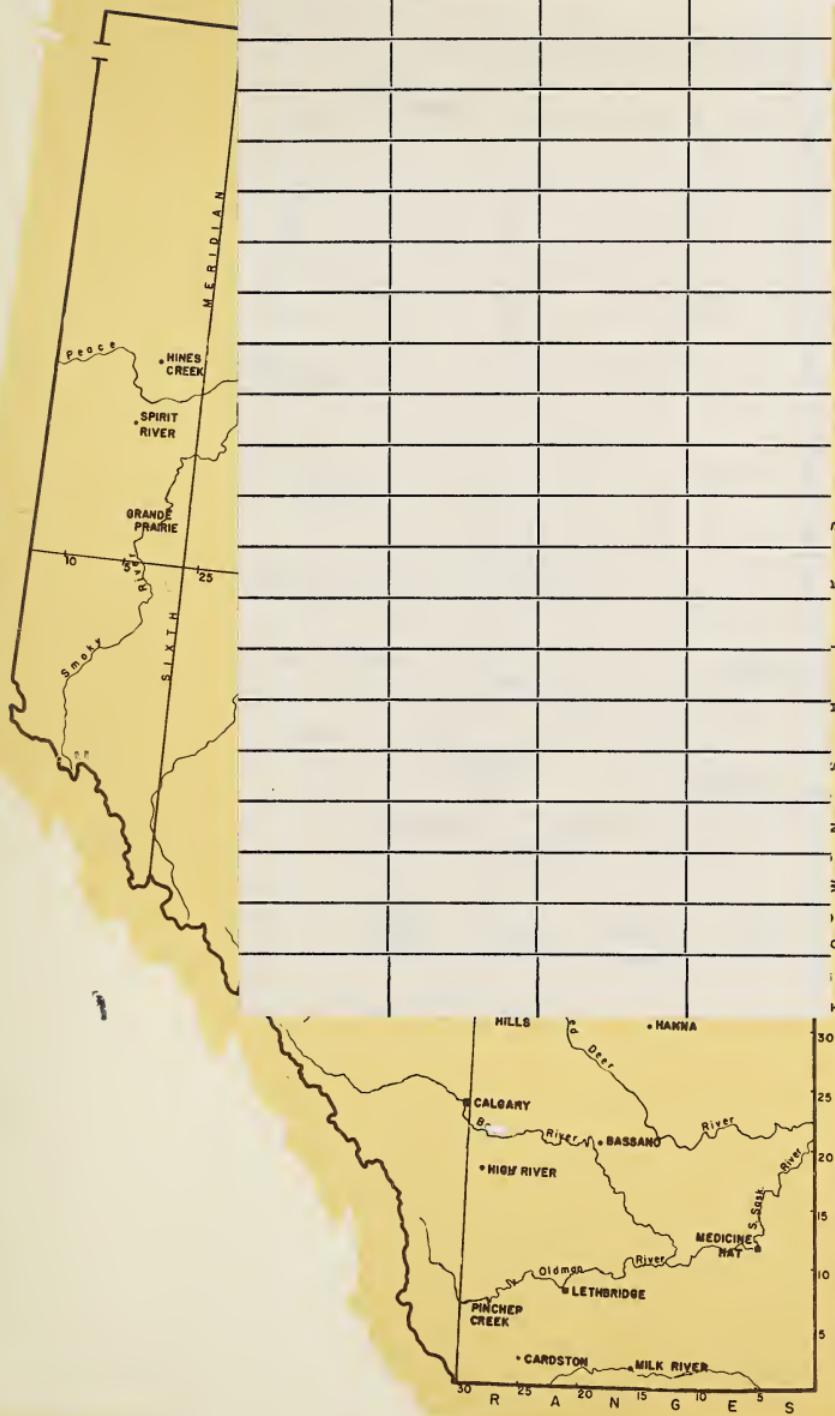
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